

YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COMMITTEE, MAY 3RD,
1929

TRANSFER

The meeting was held at the President's office at 11:30 a.m.

Present: Miss Stahl, President Stuart, Messrs. Chuan, Galt and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: were approved as previously circulated.

The Committee met to discuss and examine tenders submitted by Messrs. Leth-Moller & Co., for residences.

HOUSE FOR MR. W. T. WU: As already stated at the meeting of this Committee of April 12th, it is proposed to build this house in the South Compound near the gate, and it is to be a two-story house. In connection with this the following tenders were submitted:-

Fu Hsin Engineering & Construction Co.	\$ 5,585.00
Tung Hua Sung (A Chinese firm in Peking)	7,757.00
Etablissement Arnoult	8,662.00

to the above estimates must be added the following items:

Architects Fees	300.00
Hardware	300.00
Painting and decorating	300.00
Heating	1,400.00
Plumbing	600.00
Electrical Installations (27 lights)	300.00
Service connections	200.00
	\$ 3,400.00

and if Fu Hsin & Co's bid is accepted

	\$ 5,585.00
	\$ 8,985.00

would be the total cost for this building. Another item was also mentioned namely a basement for a boiler in this building, but no estimate of cost was given.

In presenting plans for this building it was pointed out that no pantry has been provided, and Mr. Chuan thought it advisable that one should be provided, and located by the laundry.

Voted: to approve of the above project, accepting the bid by Fu Hsin, with the addition of a pantry in the location as proposed above.

WOM. COLLEGE RESIDENCE: As per action of the meeting of April 12th of this Committee, in which it was proposed to erect only the west half of the Wom. College houses in the South Compound, tenders were submitted as follows:

Ettablissement Arnoult	\$ 11,880.00
Fu Hsin Engineering & Construction Co.	9,645.00
Tung Hua Sung	10,970.00

to these must be added :-

Hardware	400.00
Painting & decorating	400.00
Heating	1,700.00
Plumbing installations	600.00
Electrical " (30 lights)	500.00
Service connections	400.00
Architects fees	450.00

	\$ 4,450.00
Fu Hsin was again recommended, whose bid calls for	9,645.00
the sum being	\$ 14,095.00

as the total cost of erecting this building. It was pointed out that only \$36,000.- was authorized for this building, which if taken at exchange of 2 1/4 would give \$13,500.- as against \$14,095.00. It was also reported that Shuang Ho., has also been asked to bid on this building, but that as yet no bid has been submitted. In this connection it was suggested that Shuang Ho be requested to submit their tender by Monday, May 6th, and it was

Voted: to accept Fu Hsin Co's bid with the understanding that the Wom. College would be prepared to meet the deficit for this building, and further if Shuang Ho's bid turns out to be lower, the matter be referred to Miss Stahl and the Comptroller with power.

AUDITORIUM: Mr. Chuan reported that Leth-Moller & Co., has been approached in regard to the two sections of heating pipe in front of the Auditorium as to how to conceal these. A plan from this Company was exhibited calling for a second wall with decorative panels.

Mr. Chuan also stated that the Leth-Moller & Co., has also been asked to prepare plans for the Auditorium ceiling, as it was thought advisable that this work should be done by an experienced firm rather than by an ordinary contractor. In this connection Mr. Chuan stated that it would also be necessary to straighten the lines of the horizontal beams. Mr. Galt called the Committee's attention to the fact that in proceeding with this work the arch over the stage should have a Chinese design and not foreign.

Voted: to approve of the above suggestion.

TELEPHONES: Mr. Holm reported that as mentioned before it is necessary to lay a telephone cable from the Power Station to the South Compound, the cost of which would be approximately \$1,000.- Also a cable should be laid north of the lake, and he suggested that funds for this should be provided from the Lakefront Dormitory Fund.

Voted: that the telephone budget be studied in order to find out whether there are funds to meet the above expenditure.

CONTRACTS: A copy of contract drawn up between Fu Hsin and the

University for completing the Infirmary was presented and it was

Voted: to approve the above as presented.

UNIT B OF THE LAKEFRONT DORMITORIES: It was reported that a tender for this will be submitted within ten days, and the question of a basement for this building is being studied.

ATHLETIC FIELD: Mr. Chuan reported that a bid has been secured from Shuang Ho., for clearing the Athletic Field. The total cost for this would be \$320.- which included a wall of 40' long and the tearing down of houses in that area. In this connection Mr. Galt inquired whether arrangements have been made with Shuang Ho in tearing down the houses that old materials from these houses be stored for later use. It was replied that no arrangements were made.

Voted: that Shuang Ho's bid be accepted, and the matter of storing away the old materials from these houses be referred to the Comptroller with power.

HOUSE NO. 9: Mr. Chuan reported that the cost of remodeling this house, assigned to Mr. Andrew Cheng, would be \$260.40., the work on which is to be started this summer, and asked to what account the same should be charged.

Voted: that the above be charged to the New Faculty Residences Account.

INSURANCE OF ACADEMIC BUILDINGS: Mr. Chuan reported that in connection with this the cost of the roofs of the academic buildings to be insured have been secured, and that he will see Mr. Paulden, the insurance man, and consult him further about this matter.

Voted: to leave this matter to the comptroller for completing the insurance arrangements.

MR. T. M. BARKER'S HOUSE: Mr. Chuan reported that a revised tender has been secured for remodeling this house which calls for:-

Heating	\$	981.60
Laundry		104.00
Electricity		30.00
General Work		600.00

plus 10% for unforeseen expenses, making a total of approx., \$1860.-

CONSTRUCTION BUREAU STAFF SALARIES FOR JAN. FEB. & MARCH: Mr. Galt asked to what account the Construction Bureau staff salaries and other overhead expenses for the months of Jan., Feb. and March should be charged as no construction work was done during that period.

Voted: that these should be charged to the buildings authorized for the present building season.

ROADS: Mr. Chuan reported that the Landscape Committee proposes to straighten out the curve of the road from the Library bridge and to cover the open space to avoid accidents, the cost of the whole work would be approx. \$1000.- and funds to be provided from the Landscape Funds.

Voted: to approve of the above project.

ADJOURNED.

Secretary
Howard S. Galt.

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YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
FOUNDATIONS AND BUILDINGS COMMITTEE MAY 10th,

1929.

TRANSFER

The Committee met at the President's Office at 11 a.m.

Present: Miss Stahl, Messrs. Chuan, Galt, and Holm and Messrs Moller and Nyholm by invitation.

MINUTES OF THE LAST MEETING: The following correction was made:

Wom. College Residence: Tender from Ettablissement Arnoult should read \$11,880.00 instead of 8,880.00.

the rest of the minutes as previously circulated were approved.

In connection with the Wom. College residence it was reported that Shuang Ho's bid calls for \$8,865.00., the project to be finished by Sept. 1st., and that the sub-committee (Miss Stahl and Mr. Chuan) to whom this question was referred to with power **decided** to accept this tender.

Voted: that the above decision be approved with the understanding that the project be completed by Sept. 1st.

House for MR. W. T. WU: Mr. Leth-Moller reported that some improvements have been made in the plans for this house, and exhibited these plans to the Committee. It was reported that the additions and alterations to this house would cost as follows:-

Excavation and lime-earth footing	\$ 17.50
Brick work	350.00
Wood partitions for stairs and closets	105.00
Cement concrete work	155.00
Doors and windows	95.00
Plaster and ceiling	59.00
Granite coping	43.50
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	\$ 825.00

in addition to the \$8985.00., as reported at the meeting of this Committee of May 3rd. If 10% be added for unforeseen expenses the result is a round figure of \$10,000.-

Voted: to approve the above changes.

MR. H. J. HUANG'S HOUSE: The following tenders were submitted, the house to be of Chinese style and erected east of the tennis courts in the South Compound.

Fu Hsin Engineering & Con. Co.	\$ 7,448.00
Shuang Ho	<u>7,330.00</u>

to which must be added:-

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Hardware	\$	440.00	
Painting and decorating		400.00	
Heating installations		1,500.00	
Plumbing "		800.00	
Electric Lights		500.00	
Service connections		300.00	
Architects fees		400.00	
and if Shuang Ho's bid is accepted		<u>7,330.00</u>	\$11,670.-

would be the total cost of this house. This was compared with Mr. W. T. Wu's house, which is to be a 2 story-house of foreign style and the cost would be \$10,000.- as against \$11,670.00., in addition to the old materials to be used for this residence. After some discussion the Committee

Voted: that Mr. H. J. Huang be consulted as to whether it would not be better to erect a house similar to Mr. W. T. Wu's house and if this is approved the contract be awarded to Fu Hsin Engineering and Construction Co., with the understanding that they would be willing to erect this house at a cost such that the total cost will not exceed \$10,000.-

AUDITORIUM CEILING: Tenders were submitted as follows:-

Fu Hsin for ceiling, walls, design for the stage		
etc.,	\$	1,092.00
Shuang Ho only for the ceiling		580.00

Plans were also exhibited for the above, and it was

Voted: to ask Shuang Ho to bid for the whole work, ceiling, walls, design for the stage, etc., and that the matter be referred to the Comptroller with power.

PLOT OF LAND SOUTH OF THE GALT RESIDENCE: Mr. Chuan asked whether it would not be advisable to purchase the plot of land south of the Galt residence, outside the South Compound wall in order to round out the Compound to the road on the south.

Voted: that this matter be studied further and reported back to this Committee.

PRACTICE SCHOOLS: A revised tender for the main building of the Elementary school was submitted as follows:-

General contract	\$	6,540.00
Hardware		180.00
Painting and decorating		150.00
Heating installations		1,250.00
Plumbing "		2,200.00
Electrical "		250.00
Trenches		500.00
Pipes etc., in the trenches		1,400.00
Architects Fees		435.00
Previous Adm. and repairs		464.00
		<u>\$ 13,369.00</u>

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as against G\$5,000.00 (equal about L.C. \$11,125.-) authorized for the whole group. It was suggested that perhaps a saving could be effected by not putting in heating installations and using only ordinary stoves, and further that plumbing be installed only in some places. After some discussion it was

Voted: to refer the matter to Miss Stahl and the chair for further consideration.

WATER SOFTENING PLANT: Mr. Holm reported that as this work has now been authorized by New York it would be advisable to start with this, and further pointed out that there are some detailed plans to be made of reinforced concrete and suggested that Leth-Moller & Co., be asked to make certain detailed plans for this project. In connection with this Mr. Galt asked whether there are sufficient funds to meet this expenditure. Previous actions were reviewed and it was noted that funds for this purpose were to be paid out of the Power Plant Depreciation Fund, the cost being estimated at between \$2,000.00., and \$3,000.00., with an annual operating cost of something less than \$800.-

Voted: that this matter be left for further study and that Messrs. Leth-Moller & Co., be asked to make detailed plans for reinforced concrete.

ADJOURNED.

Secretary
Howard S. Galt.

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MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS & BUILDINGS COM., MAY 20TH,
1929.

TRANSFER

YENCHING

The Committee met at the President's Office at 11 a.m.

Present:-Miss Stahl, Messrs. Galt, Chuan, and Holm, and Messrs. Leth-Moller and Nyholm by invitation.

MINUTES OF THE LAST MEETING: as previously distributed were approved.

WOM. COLLEGE GYMNASIUM: Miss Stahl reported that revised plans have been received from New York which call for a swimming pool in the building, but that the Wom. College Committee are still of the opinion that a swimming pool should be eliminated to save operation costs. Miss Stahl further stated that although it is desirable to go ahead with the erection of the building as soon as possible, yet the Wom. College Committee would like to negotiate further with their home office re elimination of a swimming pool. Miss Stahl further reported that some minor changes are necessary in these plans as the arrangements of the rooms etc., are not very satisfactory, and asked whether these could be done on the Field.

Mr. Galt read extracts from recent minutes and correspondence from New York concerning the above building, and in connection with the swimming pool he referred to the G.&B. action No. 1557 of Feb. 28th(1929) which suggests that a space for a swimming pool be left in this building. It was also suggested that the alterations necessary should be taken up by the Wom. College in consultation with Leth-Moller & Co., for further study and report.

Voted: that we approve of the revised plans in general, that the question of minor changes be further studied by the Wom. College in consultation with Leth-Moller & Co., and reported back to this Committee, and that in constructing the building a space be left for a swimming pool.

WATER SOFTENING PLANT: Mr. Holm submitted the following bid:-

Contract	\$ 338.-
Pipes, etc.	100.-
Pump	300.-
Sand	50.-
Overhead & Leth-Moller & Co's commission	<u>156.-</u>
Total	<u>\$ 944.-</u>

being the sum for one filter bed as against Mr. Hildabrand's estimate of \$2,000.- for two filter beds. Mr. Holm pointed out that installing this plant it would save the expense of cleaning the boilers, which become rapidly scaled due to unsatisfactory treatment of the water, each cleaning costing from \$60.00 to \$70.00.

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May 20th, 1929

In this connection Mr. Galt reported that as per G.&B. action No. 1412 of Feb. 23rd, 1928, the above is to be paid out of the Power Plant Depreciation Fund, and stated that recent investigations show a balance of \$1400.- on this account at the present time.

With reference to the plans for this project it was reported that they have been approved by both the New York Office and the Chemistry Department out here.

Voted: to approve of the above proposals, expenses to be paid out from the Power Plant Depreciation Fund.

TELEPHONES: Mr. Holm reported that with reference to laying the cable from the Power Station to the South Compound the following bids have been secured :-

Stimpson Electrical Supply Co.,	G\$ 608.90
Chinese electrical contractor (Poa Chi)	560.00

Mr. Holm suggested that the contract be given to Poa Chi, who has done some University work, and in which case the total would be as follows:-

Contract	560.00
Brackets, etc.	50.00
Additional 20 telephones to be installed	160.00
Overhead and other charges for extra work not included in the contract	90.00
	<u>90.00</u>
	G\$ 860.00

in addition to the Mex. \$10,000.- authorized at the meeting of the Committee of Aug. 7th, 1928, of which \$7,000.- was to be secured from New York Office \$2,000.- from telephone operation costs and \$1,000.- from the surplus of telephone operation.

Mr. Galt reported that recent investigations show that the Telephone account stands as follows:

Current appropriation	\$ 3,850.-
expended to date	<u>2,915.-</u>
Probable saving on June 30th will be \$700.-	
Balance in bank	1,000.-
accounts receivable	500.-
Probable surplus on June 30th	<u>\$ 1,500.-</u>

Thus total amount available \$2,200.-

Mr. Galt suggested, that if it meets with the approval of the Board of Managers Finance Committee, to use a part of the Bashford Endowment Funds (l.c. about \$14000.0), now seeking investment.

Voted: to approve of the above estimates, funds to the amount of l.c. \$2500.- to be paid from the Bashford Endowment Fund, subject to the approval of the Board of Managers Finance Committee.

0064

RESIDENCES:

Smith House in Lang Jun Yuan, Mr. Chuan submitted the following tenders:-

Fu Hsin Engineering Co.,	\$ 2,396.00
Shuang Ho	2,014.00

the above estimates include general work, painting and hardware, but to which must be added electrical, plumbing and laundry installations, the cost of which would be \$3,000.- and if steam heating is installed this would cost between \$1400.- and \$1500.- more.

Mr. Chuan asked in view of the above estimates whether it would not be better to build a new house instead of remodeling an old one. He pointed out, however that the Smith family do not wish to have steam heating in their house, and also that new plans are being drawn which may reduce the cost between \$400.- and \$500.-

Voted: to approve in principal the remodeling plans and to ask the Comptroller's Office to study this matter further with the view of securing lower estimates.

H. J. Huang House: in the south compound, it was reported that it was agreed that this house is to be a 2 story house (similar to Mr. W. T. Wu's house near the gate) with the following changes: wall between study and dining room reduced in thickness, also wall between the dining room and sitting room to have recesses in the wall for cabinets.

The Committee adjourned to meet on Tuesday May 21st to finish the items called for by the agenda of this meeting.

ADJOURNED.

Secretary
Howard S. Galt

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS & BUILDINGS COM. MAY 21ST
1929.

TRANSFER

The meeting was held at the President's Office at 11 a.m.

Present: Miss Wagner (for Miss Stahl), Messrs. Chuan, Galt and Holm and Messrs. Leth-Moller and Nyholm by invitation.

HEATING MAINS: Mr. Chuan suggested that before this work is started it would be better to consult a specialist to avoid making a mistake the second time.

Voted: to ask Messrs. Holm and Leth-Moller to consult specialists on this matter and further that Mr. Holm be asked to secure estimates on the above and report back to this committee.

WOM. COLLEGE GYMNASIUM: Mr. Leth-Moller suggested that it would be advisable to purchase a small quantity of reinforced steel, say about 30 tons before the work is started, as it takes sometimes two months to secure this material.

Voted: to purchase 30 tons of reinforced steel for the Wom. College Gymnasium.

Mr. Chuan reported that the University has a large stock of cement, stored on the Campus, and suggested that the various contractors who are doing the work for the University be asked to purchase cement from the University, the price being \$3.55 per bag.

Voted: that the above suggestion be approved.

RESIDENCES: Tenders for mechanical installations were submitted on the following residences:-

House 57(Wom. College):

	<u>Heating</u>	<u>Plumbing</u>	<u>Heat & Plumb.</u>
Tsui Chang Jung	\$ 1746.00	-----	
Etablissement Arnoult	2340.00	1090.00	3410.00
Li Hsun Hsiang	2282.80	758.61	3041.41
China American	1440.00	693.00	2133.00

House 60(W. T. Wu):

Tsui Chang Jung			3989.00
Etablissement Arnoult	1600.00	1150.00	2750.00
China American	1190.00	704.00	1894.00

Voted: to accept China American Co's bid for both houses.

PAVILION: Tender on this is as follows:-

China American	1130.00	465.00	11595.00
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If radiators are used instead of Kenturiheaters this will reduce the estimate by \$150.00.

If hot water supply is omitted this will reduce the plumbing estimate by \$40.00.

In discussing the matter the question was raised as to the heating system to be installed in this building. The Plans call for a hot air system, and it was thought that this matter ought to be studied further before the scheme is adopted. It was also suggested that a second toilet be installed in the building, and Miss Wagner raised the question whether the kitchen has proper ventilation.

Voted: that the question of heating be studied further by the Comptroller in consultation with Leth-Moller & Co., further that a second toilet be installed and proper ventilation to be made for the kitchen.

UNIT B OF THE LAKEFRONT DORMITORIES: The following tenders were presented:-

The Union Construction Co.	\$ 49,875.00
Etablissement Arnoult	40,500.00
Tung Hwa Shun	33,800.00
Fu Hsin	33,396.00

For basement alone, included in the above estimates

The Union Construction Co.	10,425.00
Etablissement Arnoult, not stated	
Tung Hwa Shun	7,300.00
Fu Hsin	4,546.00

General Contract	28,850.00
Hardware	725.00
Painting and decorating	1,000.00
Heating	3,200.00
Plumbing	1,900.00
Electric Light	700.00
Connections	300.00
Architects Fees	1,290.00

	\$ 37,965.00
Furniture	1,600.00

\$ 39,565.00

For basement extra

General Contract	4,546.00
Hardware	300.00
Painting and decorating	200.00
Heating	300.00
Plumbing	600.00
Electric Lights	150.00
Architects Fees	214.00

\$ 6,310.00

Total \$45,875.00

Plans were also exhibited and the following changes in the basement proposed:-

Voted: to divide the lavatory accommodations and servants rooms, placing them at each end, to use the central room for storeroom, and to eliminate corridors adjoining the store-room, also that in this rearrangement 2 more showers and a lavatory be added.

In view that only a portion of the funds is available for this project it was

Voted: to postpone final decision on the above building until we hear more definitely about the financial campaign.

BASHFORD AUDITORIUM CEILING: Mr. Chuan stated that bids for this are as follows:-

Fu Hsin Co.,	1,092.00
Shuang Ho	1,150.00

and suggested that Fu Hsin Co's bid be accepted, and further that Fu Hsin be asked to make a small portion as an experiment, for approval by Leth-Moller & Co.

Voted: that Fu Hsin Co's bid be accepted the project to be completed by June 20th, and the suggestion that a small portion be made at first be approved.

PRACTICE SCHOOLS: Mr. Galt reported that a letter from New York has been received which states that they are not prepared to authorize more than the amount already assigned (\$5,000.-) and those units which the Dept. of Education proposes to put up must be complete as far as installations, etc. are concerned. Mr. Galt stated that extracts from this letter concerning the Practice Schools will be distributed among members of the Department for their perusal and opinion.

FLAG-POLE: presented by the Class of 1929, Mr. Chuan stated that the Landscape Committee propose to locate this opposite the Library, on the west side. Mr. Chuan further called attention to the fact that this is the location for a future building to be erected in that quadrangle, and raised the question how soon this building might be built.

Voted: to place the flag-pole in the location suggested by the Landscape Com.

Mr. Chuan also called the Committee's attention to the fact that in some buildings the construction work has not been quite completed, and suggested that this matter be looked in, so as to have the buildings completed before the Formal Opening.

ADJOURNED

Secretary
Howard S. Galt.

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FINCHING
by Hall of 7/29

MINUTES OF THE GROUNDS & BUILDINGS COMMITTEE

MEETING ,MAY 30TH,1929.

TRANSFER

The Committee met at the Conference room, Administration Building.

Present: Mrs. J. C. Li, Miss Ruth Stahl, Dr. B. L. Learmonth, Messrs. Chuan, Galt, Tayler and Holm, and Mr. Leth-Moller by invitation.

Dr. Tzur not being present Mr. Galt took the chair.

Miss Stahl led in prayer.

MINUTES OF LAST MEETING : as previously distributed were approved.

FUNDS AND LOCATION FOR THE CO-OPERATIVE STORE AND POST OFFICE : Mr. Galt reported that as per G. & B. action 1578 (March 28th) this matter was referred to the Executive Committee in consultation with Mr. Tayler, and the Executive Committee referred the same to the Comptroller and the chair in consultation with the Dept., of Economics. Mr. Galt further stated that it was at first contemplated to locate these in the neighbourhood of the Power House, between the running track and the road, by the artesian well. This suggestion has now been changed and the proposal is to move the Power House coal-bins, north of the building, to the south side, and to locate the Co-operative Store, Post Office and the barber's shop in the vacated place. In this connection Mr. Holm presented two estimates for moving and re-constructing the coal-bins, one for \$1350.- and another for \$980.-

Mr. Chuan pointed out that when arrangements were made to have a Post Office branch on the Campus we were notified by the Postal authorities that it was against their regulations to have a branch for an organization and that a branch established on the University Campus must be so located as to serve Chengfu residents. Mr. Chuan stated that the proposed location would well fulfill this condition, and suggested that by cutting a window on the east side it would give a direct access to the Post Office from the street for the Chengfu people.

The matter of the Social Centre for workmen was also brought up. Mr. Galt stated that at the request of the Executive Committee to whom this matter was referred, the chairman communicated with the Fellowship re plans for this building, and informed them that the University will try to obtain funds at home to meet half of the expenses, subject to the approval of the Trustees. As to the site Mr. Galt reported a proposal to locate this building north-west of the Workmen's Quarters.

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With reference to funds for these projects Mr. Galt stated that it would be possible to consider the use of the following funds:-

\$1900.- odd from the gain by exchange in "Undistributed Funds".

450.- From the sale of the Ford car.

and the use of the old materials where the Co-operative Store, Post Office and the barber's shop are located, and which are now being torn down.

GB1583- Voted: that we approve of moving the Power House coal yard to the south side and of locating the Co-operative Store, Post-Office and the barber's shop in the place now occupied by the coal-bins, further that the Power House be asked to pay from the next year's budget one-third of the cost of moving these coal-bins, and another one-third be paid by the General Maintenance Account, and the other funds mentioned, namely, \$1900.- odd and \$450.- plus the old building materials be made available half and half between the Post-Office, Co-operative Store group and the Social Centre for Workmen.

GB1584- Voted: that the question of the location of the Social Centre for Workmen be referred to the Executive Committee with power.

GB1585 - Voted: that the question of plans for the Post Office, Co-operative Store and the barber's shop also be referred to the Executive Committee, in consultation with the Dept., of Economics.

COMMUNICATIONS FROM NEW YORK: Mr. Galt reported the following:-

Under date of April 20th revised plans for the Wom. College Gymnasium have been received, which call for a swimming pool inside the building and a main entrance on the north.

Under date of April 29th L.C. \$10,000.- have been authorized for the insulation of the heating mains.

A cable has also been received authorizing the construction of Unit B Dormitory, if funds can be provided locally.

The completion of the Infirmary has also been approved with the suggestion that Mr. Murphy be consulted in connection with the plans, but as Mr. Murphy approved of the tentative plans when he was here last it was thought not necessary to consult him further.

A letter has also been received which states that the New York Office are not prepared to authorize more than the amount already assigned (G\$5,000).- for Practice Schools, and that those units which the Dept. of Education undertakes to build must be complete as far as installations etc., are concerned. Mr. Galt stated that the Dept., of Education in view of the above have decided to postpone the construction of the Practice Schools.

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It was also reported that Mr. Bowman, Treasurer of the Wom. College home office, has not as yet transferred to the Trustees the accounts and funds of the Wom. College.

With regard to the Wheeler Memorial Chapel it was reported that funds for this building may be available within the next year.

ACTIONS OF THE EXECUTIVE COM: were not reported, since copies of the minutes had been previously distributed to all members and most of the items will be covered under "Construction projects" below.

CONSTRUCTION PROJECTS: Buildings: Mr. Chuan reported the following:-

The site southwest of the South Compound Gate, directly east of Mr. Kiam Ma's house has been tentatively assigned as a lot for the Sailer Residence, funds for this residence perhaps to be supplied by Mr. Sailer himself.

House No.9: which has been assigned to Andrew Ch'eng, certain repairs are needed in this building, which the University recently purchased.

Wom. College houses: in the South Compound, only the west half of which is to be built first. Mr. Chuan reported that at the request of the Wom. College representative, the location of this house has been moved 10ft., further south, so as to give more space for the service yard, and stated that the foundations for this have been started.

House 20: in the Lang Jun Yuan, additions to this house have been/completed.

House 62: in the South Compound, general work on the new addition has been completed, but there are still painting and minor things to be done.

House 52: which called for a small addition, which has now been completed.

H.J. Huang's house: east of the tennis courts in the South Compound, is to be similar to Mr. W.T. Wu's house, a two story-building of foreign style. The work on this has already been started.

W.T.Wu's house: near the South Compound gate, the work is also under way.

Remodeling is also about to begin in Mr. Barker's house, and Smith's house in the Lang Jun Yuan.

Work has also been started on the Pavilion and on the Infirmary and is going on rapidly.

May 30th, 1929.

Unit B of the Lakefront dormitories: As only part of the funds are in hand construction has not yet begun.

Wom. College Gymnasium: Although construction has not been started as yet, due to some minor changes to be made in the plans, which have been studied by the Wom. College Com., in consultation with Leth-Moller & Co., materials such as cement, pebbles and sand have already been hauled, and it is hoped that as soon as the preliminaries have been settled the work will be started on this building.

Auditorium ceiling: The contract has been let to Fu Hsin to have the project completed by June 20th, but as yet work has not been started, due to requests from the Public Performance Committee relative to the need of the Auditorium for some important gatherings. The work will only be started from June 10th.

Telephone installation: As notices had been previously circulated re new telephone installation, it was thought not necessary to take this matter up.

Funds for the completion of telephone re-construction
Mr. Galt reported that at the meeting of the Executive Com., of May 20th it was decided to use funds for the amount of L.C. \$2500.- from the Bashford Endowment Fund, subject to the approval of the Board of Managers Finance Committee, for the completion of telephone re-construction. Approval has now been received, and he asked the Committee's opinion on same.

GB1586 - The Committee voted to approve of the above decision.

Water Softening Plant: Mr. Holm reported that at the meeting of the Executive Committee of May 20th a bid had been submitted which calls for \$944.- for one filter bed, and it was pointed out that in installing this plant it would save the expense of cleaning boilers, which become rapidly scaled due to unsatisfactory treatment of the water, each cleaning costing from \$60.00 to \$70.00. The Executive Committee had approved of these proposals, expenses to be paid out from the Power Plant Depreciation Fund.

Landscaping: Mr. Chuan reported that many trees have been planted, but due to the dry weather quite a number of these died. He further stated that although guarantees have been procured from various people who sold these trees, it was thought unwise to make claims in full as the season has been extremely dry. Space north of the McRrier Building has also been cleaned and levelled, as well as the space by the Library Building. The bunding west of the main lake is also progressing, and it is hoped to start soon to clean the lake from the reeds etc.

0872

Mr. Chuan also reported that the Landscape Committee have agreed to erect the pillars on the east shore of the lake, but as our title to these columns has not as yet been cleared the matter is still held in abeyance. New tenders for the erection of these will be procured.

Funds for Campus Lighting: It was reported that the New York Office authorized G\$3,000.- for Campus Lighting on March 5th, 1927, which has already been expended. As certain parts of the Campus still need lights it was asked what should be done in this case. It was decided to leave this matter until President Stuart returns.

Insulation of the heating mains: It was reported that a specialist will arrive to-morrow, and a report will be submitted later on.

GB1587 - Voted to refer this matter to the Executive Committee with power

Funds for minor additions work on completed Buildings: Mr. Chuan reported that the following will be needed:-

Additional screens and brackets for the Library Building.

Screens for the President's House, also stone steps (which have already been made) and additional wall for the servants' quarters, as this account has already been overdrawn, he asked what was to be done in this case.

The Health Committee have suggested additional screens for the Men's Dormitories and Refectories, the cost of which would be about \$700.-

Also the construction work in some buildings has not been completed, and it is desirable to have this done before the formal opening. Also two Science Buildings and Men's Dormitories to be painted.

GB1588 - Voted: to refer these matters to the Executive Committee.

Roads: Dr. Learmonth called the Committee's attention to the Campus roads, and pointed out that something should be done before the rainy season starts. It was reported that the path along the lake is to be made an experiment at first, and it is proposed to use cinders and lime.

Fire-Hydrants: It was reported that as yet nothing has been done about this matter, but that tenders have been received from abroad.

GB1589 - Voted: to refer this matter to the Executive Committee.

ADJOURNED.

Secretary,
Howard S. Galt.

SEARCHING
w/ Hall of 1/17/29

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS & BUILDINGS COMMITTEE

JUNE 7TH, 1929.

TRANSFER

The meeting was held at the President's Office at 11 a.m.

Present: Miss Stahl, President Stuart, Messrs. Chuan, Galt, and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

UNIT B DORMITORY: President Stuart reported that \$38,000.- are now in hand for this building, and further that he hopes within the near future to complete this campaign. In view of this he suggested that the construction should be started at once, eliminating such features for the present as could be added later on.

Voted: that we approve of the above suggestion, subject to confirmation by the Grounds and Buildings Committee, further that the construction of this unit proceed on the basis of the estimate submitted at the meeting of this Committee on May 21st, the basement for the present being excluded, and the present authorization not to exceed \$40,000.-

INSULATION OF THE HEATING MAINS: no tender was submitted for this and it was reported that the same will be secured later in the week.

CO-OPERATIVE STORE: Mr. Galt reported that the accounts of this organization show a net loss of \$200.- for the year, May 1928 - Apr. 1929. Mr. Galt further stated that the auditors reported that this organization owes \$930.- to the University. He also reported that Mr. Tayler had suggested the introduction of private capital to the amount of one half the total.

Mr. Chuan reported that as per G.&B. action No. 1585 plans have now been made for this project, which call for about 14½ chiens, and two estimates have been secured on this. One calls for about \$1385 - including general work but without hardware and painting, and another for \$1450.- including general work, hardware, painting and electrical installations etc.

In view of the report submitted by Mr. Galt it was

Voted: to refer this matter to the General Faculty Executive Committee.

0074

SOCIAL CENTRE FOR WORKMEN: In this connection Mr. Galt referred to the G. & B. action No. 1584 and asked the Committee's opinion in regard to the location for this building, stating that it has been suggested to locate this building near the Power House Workmen's Quarters.

Voted: that we approve of the site near the Power House Workmen Quarters, with the possibility of moving the Campus wall if that should prove necessary.

TELEPHONES: Mr. Holm reported that the new telephone system has now been installed, and has been working satisfactorily. He also submitted an estimate on the lead covered wires to be installed from the telephones to the junction boxes in the various buildings on the campus, which calls for approx. \$300.-

Voted: to approve of the above, charging the same to the Suspense Account, the same to be reimbursed from the sale of the old telephone equipment.

CAMPUS LIGHTING: This matter was brought up in accordance with the decision of the Grounds and Buildings Committee on May 30th, and it was reported that the path leading from the Infirmary to the President's House would need about seven lights, the cost of which would be about \$1000.- and as the Campus Lighting Account has already been overdrawn it was asked to what account should the above be charged. President Stuart suggested that since this is part of the Campus Improvements, the same should be charged to the Landscape Account. In this connection he stated that in using funds for Campus Improvements utility rather than aesthetics should be considered first.

Voted: that we approve of the partial use of these Campus Improvements Funds for Campus Lighting and roads under the direction of the Landscape Committee, the same to be correlated with the Committee's general landscape program.

RESIDENCES: Heating and sanitary contracts for one of the two new residences and for one half of the Wom. College residences in the South Compound were presented. It was also reported that the Wom. College are in receipt of a cable from their home office authorizing the construction of the other half of the Wom. College residences in the South Compound, and that it has been decided, as suggested by this Committee, to approve of letting the contract to Shuang Ho in accordance with the offer made originally by this firm.

INFIRMARY: Mr. Leth-Moller reported that due to the condition of the soil of the location on which two wings for the Infirmary are being put up it has been necessary to dig the foundations 3' deeper, using about 80 piles and other special structure for this purpose. This necessitated making an extra allowance to the Fu Hsin Co., of about \$450.-

Voted: to approve of the above proposal.

The Committee adjourned to meet again on Friday, June 14th at 11 a. m.

YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE

OF THE GROUNDS & BLDGS. COM. JUNE 14th

1929.

TRANSFER

The Committee met at the President's Office at 11 a.m.

Present: Miss Wagner, President Stuart, and Messrs. Chuan and Galt.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

UNIT B DORMITORY: President Stuart announced that \$40,000.- will be available as needed. It was also reported that specifications for this building are being prepared.

HEATING MAINS : Mr. Chuan reported that as per action of the meeting of May 21st a specialist has been consulted, and visited the University last Friday, June 7th, and that as far as the progress of the work is concerned examination of the mains is under way, and bids will be secured in the near future.

CO-OPERATIVE STORE & POST-OFFICE: It was reported that as per previous action \$1200.- has been placed at the disposal of the above, while two estimates submitted at the last meeting call for: one for \$1385.- including general work, but without hardware and painting, and another for \$1450.- including general work, hardware, painting and electrical installations etc. Mr. Chuan reported that due to the uncertainty of the situation with regards to the Co-operative Store no further estimates were procured.

Voted: to ask the chairman to consult Mr. Taylor regarding additional funds and report the same back to this committee.

WOM. COLLEGE HOUSE(NO.58): Mr. Chuan reported that an estimate from Shuang Ho on the second half of the Wom. College residence has been secured which calls for \$8,400.00., including stone and screens, \$16,865.00., being the total for the two halves.

Voted: that the bid of \$8,400.00., for the second half of the Wom. College residence be accepted.

COMMISSIONS : Mr. Chuan raised the question of commissions on construction projects and the matter was discussed. At the proposal of President Stuart the following action was passed:

Voted: that this University register its disapproval of the practice of the employees of the Institution receiving commissions in construction work, or in whatever concerns the operation and maintenance of the physical plant.

0876

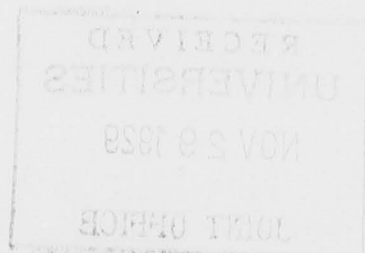
PRESIDENT'S HOUSE : Mr. Chuan reported that no drainage system has been provided for the President's house roof, and urged that this matter be attended at once. Since this account has already been overdrawn it was proposed to charge the same temporarily to the Campus Improvements Account.

Voted that drainage system be provided for the President's house roof, the same to be charged temporarily to the Campus Improvements Account.

COMPLETION OF THE BUILDINGS : Mr. Chuan again stressed the point of having the buildings completed as far as the construction work is concerned, the cost of which would be approx. \$1,000.--

The Committee adjourned to meet again on Friday, June 21st, at 11 a.m.

Secretary,
H.S.Galt.



0877

30200

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COMMITTEE, JUNE 19TH
1929.

TRANSFER

The meeting was held at the President's Office at 2. 30. p.m.

Present: Miss Stahl, President Stuart, Messrs. Chuan, Galt and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: as previously distributed were approved.

UNIT B DORMITORY : Mr. Galt reported that as per action of this Committee of June 7th he had communicated with members of the Grounds and Buildings Committee requesting approval of the plan for starting construction of this unit, and had obtained their approval with the exception of one member from whom as yet he has not heard anything.

In view of the above it was

Voted: to proceed with the construction of Unit B Dormitory, the cost not to exceed \$40,000.00

In this connection the estimates presented at the meeting of June 7th for this project were again considered, and it was

Voted: to accept Fu Hsin's bid of \$28,850.00., without the basement, the basement to be added when funds are available for this purpose.

Heating and plumbing estimates for the above were also presented and it was

Voted: to accept China American Engineering Corporation 's bid:

Heating	\$ 3530.00	
Plumbing	<u>2500.00</u>	\$6030.00

subject to pro rata reduction, if the basement is not to be included.

INFIRMARY: Heating estimates were also submitted for the two additions to the Infirmary, and it was

Voted: to accept China American Engineering Corporation's bid of \$1190.00

HARDWARE : The following estimates were also submitted for hardware from the J.E.Hayes Engineering Corporation:-

Pavilion	Tientsin	\$ 281.00	
Infirmary		342.00	
Two foreign residences (63 and 64)		445.00	each
Two Chinese residences (57 and 58)		478.00	each
Unit B. Dormitory		1207.00	
Wom. College Gymnasium		1620.00	

Voted: to accept the above bids.

SERVANTS QUARTERS FOR TWO FOREIGN RESIDENCES IN THE SOUTH COMPOUND

Voted: to postpone this matter for further study and consideration.

WANG HUAI CHING'S GARDEN : Mr. Chuan reported that this garden has now been vacated by the military, and asked whether it would not be advisable to lease the same for housing single professors, visiting professors, clerks and other personnel. The cost of lease would be \$850.- for the year. Discussion indicated the desirability of leasing for a longer period, and it was

Voted: to ask the Comptroller's Office to continue negotiations and to report the same back to this Committee.

HOUSE 19: in the Lang Jun Yuan, which is to be occupied by Misses Hague, Cochran and Bent, calls for the following:-

Additional bedroom, as there are only two bedrooms at present, a small amah's room, removal of one servant's room, building of a hall, a place for a book-case in the sitting-room, a wash-basin in Miss Bent's room, and additional radiation. Mr. Chuan submitted an estimate from Shuang Ho for \$850.- for the above to which must be added:-

Lighting	\$ 50.00
Heating and Plumbing	<u>255.00</u> \$ 305.00

making a total of \$1155.-

Voted: to accept the above bid, the same to be charged to the new Faculty Residence Account.

HOUSE 14: in the Lang Jun Yuan, which is to be occupied by the Chancellor, in this connection Mr. Chuan stated that in view that changes and alterations have already been made to this house the Chancellor does not wish to have any changes made. Mr. Chuan further stated that in going thru the house with the Chancellor, the latter expressed his wish to have a bedroom and study combined in one room. Mr. Chuan asked the Committee whether it would not be better to urge upon the Chancellor to have a separate room for his study.

Voted: that this Committee requests the Comptroller to urge upon the Chancellor the advisability of building an additional room for his study.

PRESIDENT'S HOUSE: Mr. Galt reported that analysis of the account for this house is in process.

With reference to the drainage it was reported that this calls for \$270.00., new expenditure, including underground drainage.

Voted: that the above be approved and charged to the Campus Improvements Account, as well as any excess on this account.

In this connection Mr. Chuan reported that drainage has also to be provided for Houses 55 and 56, the cost of which would

be \$90.00.

Voted: that the above be approved, and the same be charged to the General Faculty Residence Maintenance Account for next year.

HOUSE FOR MR. NASH : In discussing this matter it was suggested that if a new house is to be built, the same should be a small house, as small houses have proved more satisfactory. Further that \$12000.- be mentioned as the same available, and the Comptroller be asked to consult Mr. Nash as to the location and plans for his house.

BELL TOWER : Mr. Chuan reported that the Landscape Committee is in favor of the present location for this project, east of the Administration Building, where the bell is now placed. He also submitted the following estimates:-

Shuang Ho \$650.- if materials are used from the old t'ing -Tzu, and \$875.- if new materials are used, or \$975.- including the painting.

Fu Hsin \$ 1180.-

Voted: to authorize this project, using old materials, the contract to be let to Shuang Ho, and the total cost not to exceed \$1000.-

COAL FOR THE POWER HOUSE: Mr. Holm reported that a letter has been received from the Kailan Mining Administration stating that at the present time they are in a position to obtain a fair quantity of rolling stock from the Peking-Suiyuan Railway and that it may be convenient for the University to take delivery of a certain amount of coal as per a new contract. Also that they estimate that delivery charges will be about 70 cents cheaper per ton than by mule cart. Mr. Holm also stated that at present only 22 tons of coal are in stock, and suggested that we should take 1500 tons.

Voted: to refer this matter to the Comptroller and Mr. Holm with power.

FUEL OIL, LUBRICATING OIL ETC. Mr. Holm reported that last year we received our supplies from the Asiatic Petroleum Co., and that estimates submitted now show that Standard Oil Co's prices are cheaper and suggested that we get our supplies from them.

Voted: to accept Standard Oil Co's prices as per list submitted by Mr. Holm.

CO-OPERATIVE STORE: Mr. Galt reported that, as per action of this Committee of June 14th, he communicated with Mr. Tayler regarding additional funds for this project, and in reply Mr. Tayler states that he consulted with others concerned and they agreed to be responsible for the L.C. \$800.- required.

Voted: to proceed with the construction of this project, accepting Shuang Ho's bid of \$1450.- which includes general work, hardware, painting and electrical installations etc.

ADJOURNED.

Secretary,
Howard S. Galt.

0880

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COM. JUNE 27TH,

1929.

TRANSFER

The Committee met at the President's Office at 11 a.m.

Present: Miss Cheney (representing Miss Stahl) President Stuart,
Messrs. Chuan, Galt and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: as previously distributed were approved.

WOM. COLLEGE GYMNASIUM: Estimates were submitted as follows:-

General contract	(Etablissement Arnoult	\$ 129,600.00
	(Union Construction Co.,	119,278.77
	(Fu Hsin Engineering Corporation	116,500.00

If Fu Hsin Engineering Corporation bid is accepted the total estimate for the building would be as follows:-

General Contract	\$ 116,500.00
Sand(103 fang)	535.60
Stone(102 fang)	632.40
Bricks(211915 pcs.)	2,966.80
Steel (30.59 tons)	4,710.20
Roof trusses	15,600.00
Hardware	1,700.00
Heating installation	19,000.00
Plumbing "	6,111.00
Electrical "	2,100.00
Connections: Sewage	\$ 150.-
Hot water	100.-
Heating	150.-
Cold water	100.-
Elec.Lights	1000.-
Telephone	500.-

Painting and decorating	2,000.00
Architects fees	3,000.00
Old Foundations	6,120.00
	<u>8,000.00</u>

	\$ 188,976.00
Plus overhead	<u>2,000.00</u>

	\$ 190,976.00
Less cement(5500 bags at \$3.50) which the Univer. has in stock	<u>19,250.00</u>

Total	<u>\$ 171,726.00</u>
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as against G\$77,500.00., which if taken at exchange 2.30 would give \$178,250.00., L.C. In connection with this Mr. Galt suggested that a fixed rate be arranged with the Bank.

With reference to roof trusses the following estimates were submitted:-

J.E.Hayes

1. c.i.f. Tientsin	Pu \$14700.00
2. delivered at Yenching	-v- 16250.00
3. erected	17610.00

Etablissement Arnoult

erected at Yenching	15600.00
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Voted: to accept Etablissement Arnoult's bid of \$15,600.00., which is included in the total estimate for the building.

In connection with telephone it was

Voted: to approve \$500.- for telephone connections for this building, which are also included in the total estimate.

With reference to the whole matter it was

Voted: to refer to a sub-committee consisting of the chairman, comptroller, and Miss Cheney.

ELEMENTARY SCHOOL: Mr. Galt reported that parents of children, who attend the Elementary Schools, have protested against the present location of these schools in Chengfu, which they consider unhygienic. In view of the lack of funds the Bashford Endowment Fund was mentioned as a source of a loan, and it was reported that the parents agreed to make a subscription to guarantee the interest of the proposed loan.

The following revised proposal for erection of Elementary School and Kindergarten Building was also submitted:-

ELEMENTARY SCHOOL

Shuang Ho's bid	\$ 6540.-
Less proposed reductions	423.- \$ 6117.-
Power Plant connection	2000.-
Heating installation	1500.-
Plumbing	1471.-
Electric light	125.-
Hardware	150.-
Architect's commission	350.-
Painting	100.-
Overhead	320.- 6015.-
	<u>\$ 12133.-</u>

PRESIDENT'S HOUSE: In order to make the northwest room, originally built as a study, more convenient as a guest room, President Stuart proposed certain alterations of partitions and bathroom arrangements in his residence at an estimated cost of \$300.-

Voted: to refer this matter to the Compproller, chairman and Mr. Holm with power, the expenses to be charged to the Current Budget.

CAMPUS HEATING MAINS: The following estimate was presented, which calls for:-

Cleaning of pipes:from rust with steel brushes.

Painting: one coat of good heavy foreign red lead.

First cover of insulation: 1/2" of cocoanut fiber, well dipped in hot asphaltum.

Second cover of insulation: 2" thick layer of fiber on top of first covering.

Plastering: On top of second covering chicken wire, the same to be plastered with 1/2" lime and cement mortar.

At supports: a cast iron mould of 3" length to protect the covering.

Cleaning of trenches: All the opening, cleaning and closing of trenches to be done by the University.

The total cost of the above would be	\$25,979.00
Plus the cleaning of the trenches	
by the University	<u>1,200.00</u>

\$27,179.00

An estimate from Fu Hsin was also submitted for in-	
sulation of heating mains	= \$ 25,138.25
insulation of hot water mains	<u>11,037.20</u> Total \$ 36,175.45

and they propose to use hemp instead of cocoanut fiber, as it is difficult to procure the same in the city.

Voted : to ask the China American Engineering Corporation to make an experiment of one section (10') of the trenches, after which other specialists be also consulted before making a final decision on this matter.

HOUSE NO.6: Mr. Chuan reported that Mr. D.K. Yang, who is going to occupy this house after Mr. Holm moves, asks for the following alterations to be made in this building:

All windows to be made foreign style, a fire place in the sitting room, extra lavatory, coal house to be enlarged, a kitchen closet, and ceiling plastered in one of the rooms. The cost of these changes would be approx. \$715.00

In connection with this Mr. Holm suggested that another chimney be built. Mr. Chuan raised the question whether it is advisable to undertake the above changes, since the University had already spent considerable money on this house, and since it is outside and not located in any compound.

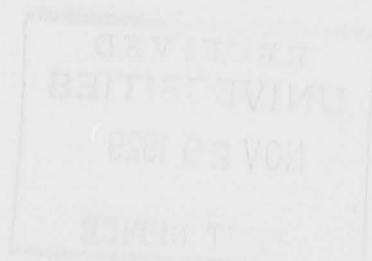
Voted: to grant the above request with the exception of enlarging the coal house, and building a fire place in the sitting room.

TRANSFORMER FOR THE POWER HOUSE: Mr. Holm presented an estimate from Nielsen, Winther & Co., for a transformer for the Power House, the cost of which would be £31/0/0, which is equivalent at the present rate of exchange to about \$400.l.c.

Voted: that we authorize the above purchase, the same to be paid from the Power House Budget for next year.

ADJOURNED.

Secretary,
Howard.S.Galt



3021500

YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF
THE GROUNDS & BUILDINGS COMMITTEE

JUNE 11TH, 1929.
JULY 11 TH, 1929

TRANSFER

The Committee met at Mr. Chuan's house at 4 p.m.

Present: Miss Cheney, Messrs. Galt, Chuan and Holm, and Mr. Nyholm by invitation.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

WOM. COLLEGE GYMNASIUM : Further with reference to the estimate submitted at the last meeting of this Committee (June 27th) the following reductions were proposed:-

- | | |
|--|----------------|
| 1. Raise grade one foot instead of two | \$ 976.00 |
| 2. No granite stone except for steps | 125.00 |
| 3. All interior footings of bricks in cement mortar 17" 3 bricks where two walls
20" 4 one wall | |
| 4. Leave out cement hardener for floor and artificial stones | 270.00 |
| 5. Lavatory partitions in wood (1 1/2" thick) | 26.74 |
| 6. Leave out all screen doors and windows | 1615.60 |
| 7. Leave out copper gutter and down pipes use galvanize iron | 100.00 |
| 8. No terrazzo floors, all in cement | 315.00 |
| 9. Use Luan wood instead of all maple and teak such as maple floors, wainscot, teak wood railing and handrailing | <u>1726.00</u> |

General contract	\$ 5154.34
Heating	3000.00
Painting	500.00
Fee	<u>303.00</u>
Total	<u>\$ 8957.34</u>

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With regard to item No.1 of the above reductions it was decided to pass a special action approving of same.

Voted: to raise grade one foot instead of two.

It was also reported that in submitting the estimate for this building at the last meeting of this Committee (June 27th) an ~~error~~ was made by subtracting the cost of cement from the total amount and the bid now stands as follows:-

General contract \$116,500.00- less cement purchased by Univer.(\$17,750.-) \$	98,750.00
Sand 103 fang @ \$5.20	535.60
Stone 102 6.20	632.40
Bricks 211915 pcs. @ \$14.00	2,966.80
Steel 30.39 tons	4,710.20
Roof trusses	15,600.00
Hardware	1,700.00
Heating installation	19,000.00
Plumbing installation	6,111.00
Electrical installation	2,100.00
Connections:	
Sewage	\$ 150.-
Hot water	100.-
Heating	150.-
Cold water	100.-
Elec. lights	1000.-
Telephone	500.-
Painting & decorating	2,000.00
Architect's fees	3,000.00
Old foundations	6,120.00
Estimated overhead	8,974.33
Cement purchased by University	2,000.00
	<u>17,750.00</u> \$191,950.33
Less proposed reductions	<u>8,957.34</u>
	\$ 182,992.99

Resources: Gold \$77,500

Of which already sold - G\$8,991.46 L.C.\$20,454.50	
Contracted G\$50,000.- @ average rate	
July to Dec. 1929, 2.39	119,500.00
Balance G\$18,508.54 @ estimated rate of 2.30	<u>42,569.64</u>
	<u>182,524.14</u>
	above the authorization\$ 468.85

Mr. Galt reported that as per decision made at the last meeting of this Committee that a fixed rate be arranged with the Bank, G\$50,000.- have been contracted at an average rate of 2.30 from July to Dec., as given in the above figures under Resources.

In discussing the matter it was pointed out that since roof trusses have been ordered for this building, and since the building is to be ready by autumn of next year, it is advisable to start construction on same now, and in view that the estimate given above is \$468.85. over the amount authorized, in letting the contract a clause be included which would allow to stop work on this building should there be shortage of funds. Further that a letter be written to New York explaining the situation and asking for cable instructions from them.

Voted: that construction on this building be started now, and that in letting the contract a clause be included which would allow to suspend work on this building should there be shortage of funds, and in the meanwhile the New York Office be advised of the situation and asked to send cable instructions to the Field.

CO-OPERATIVE STORE: Mr. Chuan reported that no word has been received from Mr. Taylor in regard to plans for this building, but a suggestion has been made to have a fruit cellar under the building, which now calls for 15½ chiens, costing \$1685.- using old materials, painting and hardware included, the contractor to be responsible for fitting all windows and doors, etc., but which does not include electrical installations. Mr. Chuan further stated that he suggested that a cellar be built in the court rather than under the building, and that the original estimate was made on the basis of the rear wall remaining and which has now been taken down by the Power House.

Voted: to go forward with construction of same on the basis as presented above.

KINDERGARTEN AND ELEMENTARY SCHOOL: Mr. Galt reported that Shuang Ho accepted the proposed reductions, submitted at the last meeting, and that materials have been hauled and foundations marked out. He further stated that Mr. Leth-Moller is working on the reduction of laboratories, as per New York Office suggestion.

WANG HUAI CHING'S GARDEN: Mr. Chuan reported that with regard to electrical installations in this Garden an estimate has been prepared by Mr. Holm, calling for 80 lights and entire installation cost \$2772.00., At the end of the three years lease the University, however, will be able to take back large part of the materials. He further suggested that the police station on the way be also furnished with lights.

Voted: that the above matter be referred to the Comptroller and Mr. Holm with power, and should the installations be carried out the same be charged to the Current Budget of the Faculty Residences Account.

MARBLE COLUMNS : Mr. Chuan reported that the Landscape Committee wishes to know whether the work on this is held up until the University's title is cleared up with the Mayor's Office, or whether the proposed location has not been approved. It was reported that the University's title is to be cleared up first with the Mayor's Office before erection of these is to be undertaken.

BASHFORD BUST: Mr. Chuan presented a plan showing a marble column, 4' high, the cost of which would be \$80.00. He stated that quite a number of Faculty members have approved of this to whom this has been shown and submitted a sample of marble of which this is to be made. As to funds for this it was stated that these should either be provided from the Bashford Memorial Funds, or by Mr. Porter's uncle, a letter concerning which is in the Treasurer's Office.

Voted: that the Committee approve of the design presented.

TABLETS FOR ACADEMIC BUILDINGS: Mr. Chuan reported that in connection with this professional makers have been gotten in touch with in Tientsin concerning the above, including one for Bashford Building, McBrier Building and a doz. for other buildings, the cost of which would be about \$600.- He further stated that there are funds for Bashford Building and McBrier Building tablets, but no funds for other buildings.

Voted: to approve of the above, the cost of other buildings outside the Bashford Building, and McBrier Building to be charged to the General Maintenance Account.

SERVANTS QUARTERS FOR TWO FOREIGN RESIDENCES (NOS.

63 and 64: Mr. Chuan presented plans for these and an estimate from Fu Hsin calling for \$1,765.00., the rooms to be 10' high, all plastered and with cement floors, the roofs to be covered with slate to match the buildings in the neighbourhood.

Voted to approve of the above.

AUDITORIUM CHAIRS : Mr. Chuan reported that final chairs which were made met with the approval of those who had seen them, and that this work is being done by three contractors, and the cost will be within the amount authorized, and that they will be ready by Sept. 15th.

HEATING INSULATION: Mr. Holm reported that he has been asked as to how soon the bridge by the Warner Gymnasium can be completed. In connection with this Mr. Holm suggested that a small section of the trenches there be insulated as an experiment next week, before proceeding with the completion of this bridge. It was decided that this should be done and in view that Mr. Galt will be away on his vacation he be asked to make a special trip when the Committee is to give its decision.

NUMBERING OF HOUSES: Mr. Chuan pointed out that numbering of houses should be done before the formal opening, and suggested that cement plates, instead of brass be used, with a design and a number, a sample of which is to be made first.

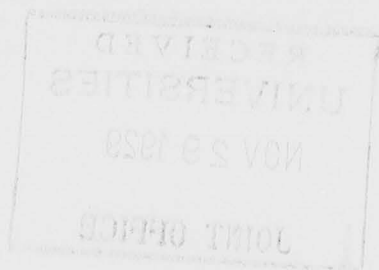
Voted: that a sample be submitted first.

INFIRMARY: Mr. Chuan presented an estimate for repairs and alterations of the Infirmary by Dr. Learmonth, which are to be completed by Sept. 1st

Cutting down the existing stair-case.	\$ 65.00
Building new stair case as shown on drawing.	235.00
Cutting new openings and fitting in new door, closing old door openings and finishing the old wall surface.	96.00
White washing the basement and building 2 store rooms .	178.00
Cutting off 1" of the present floor surface and renewing with cement mortar hardened with truscon hardener.	\$575.00
Fitting on a 4" flue with K.M.A. pipes 40' long.	40.00
Fitting shelves in the store-rooms	<u>48.00</u>
	\$ <u>1,237.00</u>

Voted: to approve of the above request with exception of cement floor and to ask the Comptroller to study the matter further.

ADJOURNED.



3020500

YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COMMITTEE, SEPT. 4TH.
1929.

TRANSFER

The Committee met at the President's Office at 3 p.m.

Present: Miss Stahl, President Stuart, Messrs. Chuan, Galt, and Holm, and Messrs. Leth-Moller and Parr by invitation.

DITCH IN FRONT OF THE ADMINISTRATION BLDG. Mr. Parr stated that this ditch is at present too shallow and is likely to be blocked up during heavy rains. He suggested that the same be deep enough to connect with the main pond as a flowing stream.

PROPERTY IN THE SOUTH PART OF THE CAMPUS: President Stuart raised the question whether any sum has been assigned for the purchase of this property, and whether money for this purpose can be supplied.

VOTED: that this matter be referred to the President and Comptroller for a report to this Committee with the suggestion that a recommendation be made to the Grounds and Buildings Committee.

MOTOR CARS: Mr. Holm reported that at present they are only operating one car, belonging to the Sociology Department, and that this car often makes three trips to town in one day and that they are obliged to turn down many requests. In view of this Mr. Holm suggested that a Ford car be purchased to meet these requirements. But as little or no profit was gained from the operation of cars undertaken by the University it was not thought advisable to undertake such a scheme.

LIGHTS: Mr. Chuan referred to the action of July 11th taken in regard to lights in the Ta Yuan (Wang Huai Ching's garden) in which it is stated that the same be charged to the Current Budget of the Faculty Residence Account. Mr. Chuan suggested that these be charged to the new Faculty Residence Account.

VOTED: to hold the matter in abeyance for further study of the account concerned.

A request was also brought up from Miss Sui Wang and Mr. Tien Hung Tu, asking that two lights be installed in Cheng-fu, one near the Wha Shu Chieh, and one near Sang Shu Yuan, the posts being already installed there.

It was estimated that this would cost about \$25.00. The Committee considered this question and since the granting of this request might result in other similar demands, it was

VOTED: to ask the chairman to reply to Miss Sui Wang, stating that this is against the policy of the Institution and their request cannot be granted.

0891

Sept. 4th. 1929

It was also reported that it would cost \$200.00., to remodel the house north of the lake in the Lang Jun Yuan including lighting, this house to be assigned to Miss Conover.

PLUMBING AND HEATING FOR PRACTICE SCHOOLS:

Mr. Leth-Moller presented two tenders:-

<u>China American Eng. Corp:</u>	heating installation	\$ 1,590.00
	sanitary ..	<u>1,885.00</u>
		\$ 3,475.00
<u>China Radiator Co..</u>	heating installation	1,380.00
	sanitary ..	<u>2,125.00</u>
		\$ 3,505.00

VOTED: to refer this matter to the Comptroller and the chair, for further study in relation to the funds and estimates for these schools.

SEPTIC TANKS: Mr. Leth-Moller reported that it would cost \$75.00., each for septic tanks to be installed for two foreign and two Chinese residences in the South Compound, and also one for the Pavilion. It was stated, however, that no septic tanks will be required for residences in the South Compound as these are to be connected with the main sewage system, and accordingly only a septic tank for the Pavilion will be required.

VOTED: to refer this matter to the Comptroller and Mr. Leth-Moller.

WOM. COLLEGE GYMNASIUM: Mr. Leth-Moller reported that in going over the foundations again he finds that it is advisable to raise the grade $1\frac{1}{2}$ ' instead of 1' as proposed at the last meeting of this Committee, and this would call for \$488.-extra.

VOTED: that the above recommendation be accepted and the level of foundations be raised $1\frac{1}{2}$ ' instead of 1'.

With regard to using a substitute for maple wood for floors, as proposed by Leth-Moller, it was decided to write to New York to obtain their opinion on this matter.

REPORTS MADE BY THE COMPTROLLER: Mr. Chuan stated that during the summer when some of the members of this Committee have been away it was not possible to get together to reach decisions on certain matters, and as some of these matters were urgent, and had to be done before the formal opening, he undertook the responsibility of having these done without the Committee's consent. The following were submitted by him:-

AUDITORIUM FLOOR: Painting and decorating of the Auditorium call for \$1320.- not including white-washing of the ceiling. As there are still \$4,400.- standing to the credit of the Bashford Building Account the above can be paid from these funds.

VOTED: that this Committee approves of the above report.

PAINTING OF OUTSIDE WALLS OF THE ACADEMIC BLDGS: Mr. Chuan stated that these are being done and funds borrowed from the General Maintenance Suspense Account. The cost of which will be about \$900.- He further stated that there is about \$30,000.- worth of materials at the General Store-House and suggested that some of these be disposed of, and some of the proceeds be used for reimbursing the General Maintenance Account for painting the walls.

VOTED: that the above suggestion be approved but that the decision regarding the use of the proceeds from the sale of stocks be subject to the consideration of the Treasurer's Office and the auditors.

ALUMNI GATE APPROACH: Mr. Chuan stated that when Mr. Hildabrand was here he pointed out that the **slope** is too steep for motor cars and suggested that the same be re-built. Orders have now been given to re-build these of stone, and the cost will be \$230.-

VOTED: that the above be approved and charged to the Campus Improvement Account.

TERRACE AROUND THE ADMINISTRATION BLDG. Mr. Chuan reported that during the heavy rainfall of last summer water running from the roof of the building got into the basement as there was no slope made on the terrace leading the water away. Orders were given to have this slope made of square brick, the cost of which will be about \$800.- the same to be paid from the Bashford Building Funds.

At the suggestion of President Stuart a vote of thanks was passed to the Comptroller for carrying out the above work.

HOUSE 63 (Mr. Wiant's house): Mr. Chuan reported that Mr. Wiant stated that he had been able to raise money to cover the present deficit, but asked for the following additions: screening, shelves and doors to be made, the cost of which would be about \$300.- extra.

VOTED: that the above expenditure be not authorized until the matter has been studied by the Treasurer in order to find out for how much Mr. Wiant is held responsible, but that the Comptroller is authorized to provide a minimum of necessary screening from the Residence Maintenance Funds.

MR. H. J. HUANG'S HOUSE (NO. 64). Mr. Chuan reported that when servants quarters were designed for this house Mr. Huang was away in the South, on his return back when plans were shown to him he suggested the following changes: that the middle section of the servants quarters be not partitioned, that an additional room be added in the west for a coal-room and a servants' toilet: and a court wall be built between this residence and the tennis court.

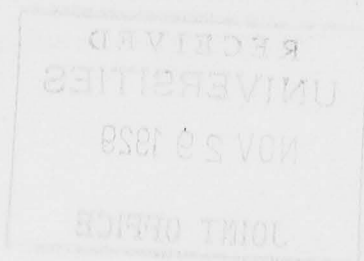
VOTED: that an estimate be prepared on the above changes before final decision is made.

ROOFS OF THE ACADEMIC BUILDINGS: Mr. Chuan reported that he had written twice to William Forbes & Co., concerning this matter, but as yet no answer was received. He suggested that in case these negotiations delay the repairing of the roofs before the formal opening 2,000 tiles could be gotten locally, which would cost about \$100.

It was suggested that the Comptroller should write to the Tientsin Office of William Forbes & Co., and if necessary to arrange for a visit to this Company in Tientsin.

ADJOURNED.

Secretary,
Howard B. Calt,



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YENCHING

MINUTES OF THE GROUNDS AND BUILDINGS COMMITTEE
MEETING, SEPTEMBER 26TH
1929.

TRANSFER

The meeting was held in the Conference Room of the Bashford Administration Building at 3.30 p.m.

Present: Mrs. A. B. Frame, Mrs. J. C. Li, President J.L. Stuart, Dr. B. L. Learmonth, Messrs. S.J.Chuan, T.M.Barker, H.S.Galt, L. Holm and S. Tsai, and Misses J.A.Gouldy and R. Stahl, and Messrs. F.H.Warner and B.M.Wiant by invitation.

Dr. Tzur not being present, Mr. Galt took the chair.

Word of welcome was addressed by the chair to members of the Board of Trustees, Miss Gouldy and Mr. Warner.

The meeting opened with prayer led by Mr. T. M. Barker.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

PRESENT MEMBERS OF THE COMMITTEE: Mr. Galt reported that at the last meeting of the Board of Managers no changes were made in the local personnel of this Committee. One change, however, will have to be made in the case of Miss A. Wagner, who is away on furlough, and in whose place a member representing the wom. College Faculty will have to be elected. In connection with the members, representing the Board of Managers, Rev. J.D.Hayes has been elected in place of Mr. E.L. Johnson.

CORRESPONDENCE AND CABLES FROM THE NEW YORK OFFICE: Mr. Galt reported the following:-

A letter from New York regarding the deficit on the President's house. In connection with this Mr. Galt stated that as this was due in part to estimates prepared by Mr. Hildabrand, he sent a letter to Mr. Hildabrand re this matter, but as yet no answer had been received.

On July 22nd a cable was received from the New York Office, authorizing G\$750,00., for painting the Library.

Other items in New York correspondence will be reported in connection with individual projects on the agenda.

ACTIVITIES AND DECISIONS OF THE EXECUTIVE COMMITTEE : Mr. Galt reported the following:-

On June 19th the construction of Unit B Dormitory was authorized, the cost not to exceed \$40,000.- which sum is being raised locally thru the efforts of President J.L. Stuart. A bid of \$28,850.00 for the main structure was accepted, and it was further estimated that additional items for heating, plumbing, hardware etc., would bring the total cost to about \$36,087.00

On July 11th the construction of the Co-operative Store and Post Office was authorized.

0895

On June 7th the site near the Power House Workmen's Quarters was assigned for the Social Centre Building for workmen.

On June 19th and 27th an agreement was drawn up between the University and the agent of Wang Huai Ching's Garden, whereby the lease on this garden was extended to three years at \$850.- a year.

On July 11th the installation of electric lights was authorized in this Garden, the cost of which was not to exceed \$2,772.00.

On June 19th the construction of the Bell Tower, east of the Administration Building, was authorized, cost not to exceed \$1000.-

On June 27th a proposal was made to start with the erection of the Practice Schools, and in view of the lack of funds the parents of the children concerned agreed to make a subscription to guarantee the interest on a portion of University local endowment funds to be invested in the enterprise. The following bids were accepted:

Elementary School	\$ 12,133.00
Kindergarten	<u>4,682.00</u>
	<u>\$ 16,815.00</u>

Resources

G\$5,000.- at 2.40 =	\$ 12,000.00
From endowment funds	<u>5,000.00</u>
	<u>\$ 17,000.00</u>

On July 11th the construction was started on the site, east of Sage Hall.

Two wings to the Infirmary are being added, and certain repairs and alterations in the central part of the building, amounting to \$1237.- were authorized on July 11th.

On July 11th the matter of the Wom. College Gymnasium was again discussed, and a statement sent to the New York Office.

The matter of the property in the south part of the Campus was also considered.

COMPTROLLER'S REPORTS

Buildings under construction: Mr. Chuan reported that the first floor of Unit B. Dormitory is reaching completion.

The pavilion on the island will soon be finished as well as the Bell Tower, east of the Administration Building.

Residence No. 60 in the South Compound will be finished soon, while the other half of the ladies' double residence will be completed in about three weeks time. The delay was due to funds being authorized for the second half later than for the first half of this residence.

Two wings of the Infirmary are practically finished. However, there are still certain repairs and alterations to be done

to the building, as mentioned by Mr. Galt.

Wom. College Gymnasium work on this building has also been started. It was necessary to raise the level of the foundations $1\frac{1}{2}$ ' instead of 1' as formerly decided.

Improvement of the Campus: Roads and paths were built, while the lake's shores are also being altered. The Landscape Committee planted quite a number of trees. Lawns were also planted, but the Landscape Committee had difficulty with these, as certain patches of grass did not grow well, due to having old concrete foundations underneath. The garden had to be torn up and the old foundations removed.

FINANCES OF THE WIAIT RESIDENCE: Mr. Wiant reported that when estimates were first made out for this house they exceeded the authorization by G\$1,000.00. which amount he promised to raise at home during his furlough that year. He was successful in raising these funds, but on his return to China he was informed that the deficit on this house now amounts to G\$6,000.00. He further stated that in taking the house over he finds that it lacks a number of things, such as screening, door, shelves and additional bath-room, the cost of which items will be about from \$500.- to \$600.- He suggested that his house be furnished with the above items by the University at present, which sum to be included with the present deficit G\$6,000.- and further that he be allowed to raise these funds in America.

GB1590 - VOTED: that Mr. Wiant be allowed to raise additional funds for his house, and that in the meanwhile the University be responsible for the over-draft, including an additional \$600.-

PROBLEMS CONNECTED WITH THE BOYD GYMNASIUM FOR THE COLLEGE FOR WOMEN: A question was raised in regard to the architect's fees in New York, whether these were to be paid by the home office, or out of the G\$77,500.- granted to the field for this building, in which case it would leave no margin at all. Mr. Galt reported that after consulting with Mr. and Mrs. Boyd, a cable had been sent to the New York Office, requesting that the above fees be paid from the G\$12,500.- reserved in New York.

INSULATION OF THE HEATING MAINS: Reference was made to the L.C.\$10,000.- authorized by the New York Office for this project, and it was reported that this sum would put in order about one-third of the whole system, the tender of the China-American Engineering Corporation, a well-known firm in Tientsin, being \$27,179.00. It was further stated that a round figure of \$30,000.00., would be needed to carry out this work.

GB1591- VOTED: that the Executive Committee be asked to check carefully these estimates, and then write to the New York Office asking for the additional sum needed- approximately L.C. \$20,000.-

Sept. 26th, 1929.

DRAINAGE OF BUILDINGS AND TRENCHES: Mr. Holm reported that during the rainy season of last summer when practically all of the basements of the academic buildings were flooded, it was necessary to pump water out, which cost about \$300.- He further stated that he studied this matter carefully, and suggests that a permanent pumping station be installed north of the Ninde Hall. He stated that this would cost as follows:-

Pumping station	\$ 500.00
Motor and pump	600.00
Labour	<u>200.00</u>
	\$ <u>1. 300.00</u>

GB1592- VOTED: that Mr. Holm be asked to prepare definite plans concerning this matter, the same being submitted to the G. & B. Executive Com., for final consideration and decision.

NEW RESIDENCES NEEDED IN 1930: Mr. Chuan stated that residences will be needed next year for five families, who are now living in rented houses in Cheng-fu. The present rent has been renewed for another year, and as rent is liable to go up year by year, Mr. Chuan suggested that houses be built for these five families.

GB1593- VOTED: to refer this matter to the comptroller in consultation with the G. & B. Executive Committee, and a request be submitted to the New York Office.

RESIDENCES FOR MEN OF THE STAFF, NOT ACCOMPANIED BY FAMILIES: Mr. Chuan reported that complaints had been made by single professors that residences provided for them are not so good or well equipped as houses for other members of the staff. In view of this he suggested that suitable houses for these should also be provided.

GB1594- VOTED: That sketches and estimates be prepared for houses needed for single men and a request submitted to the New York Office by the Executive Committee.

MEN'S COLLEGE GYMNASIUM: Mr. Warner stated that he hopes in the very near future to furnish funds for the main section of this building, while the other wing would have to be left for further consideration, and further suggested that preparations be made to have everything ready for starting this main section next Spring.

In connection with this the question was raised in regard to steel trusses, which require extra time for construction.

GB1595- VOTED: that after New York's office approval preparations be made to order the needed materials.

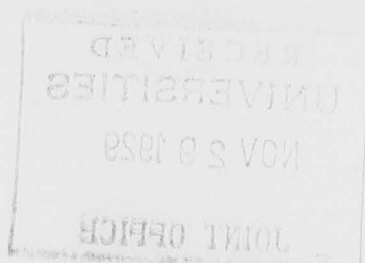
SITE FOR THE ATHLETIC FIELD : A communication from Mr. K. A. Wee was read in which a request was made that the site east of Sage Building be assigned for the Athletic Field. It was pointed out that Practice Schools are being constructed on this site. After discussion it was

GB1596-VOTED: to refer the matter to a small committee, consisting of the President, Dean Frame, and the Comptroller, Dr. Learmonth and Mr. S. Tsai, together with the chairman and Mr. Wee, and that the chairman be convener of the Committee.

GB1597- VOTED: to refer the items Nos. 11, 12 and 15 of the agenda to the Executive Committee with power.

ADJOURNED.

Howard S. Galt,
Secretary.



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YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COMMITTEE, OCT. 9TH,
1929

TRANSFER

The meeting was held in the Conference Room of the Bashford Administration Building.

Present: Mrs. A. B. Frame, President J. L. Stuart, Messrs. Galt, Chuan and Holm, and Dean T. C. Chao and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING : as previously circulated were approved.

PROPERTY IN THE SOUTH PART OF THE CAMPUS

VOTED: that we approve the purchase of the three plots concerned within the limits of the funds in hand, and that the Comptroller be asked to carry on negotiations.

EX-PRESIDENT'S HSU GARDEN: President Stuart reported that G\$10,000.- has been authorized for the purchase of this property.

In connection with this Dean Chao made the following proposal

That on acquiring this property the School of Religion to be allowed to move, in which case they would like to use the west half of the Garden for putting up buildings such as: dormitories for theological students, residences for their Faculty members and possibly an academic building; looking forward to selling the present Ninde Hall to the University and using the proceeds of the sale for their building purposes.

Further in connection with the above it was also reported that should the site east of Sage Hall be used as Athletic Field it is proposed to move Practice Schools to the east half of the Pres. Hsu's Garden.

After discussing the matter the Committee decided to ask the chairman and Dean T. C. Chao to make a tour to this site for further study and report.

WHEELER MEMORIAL CHAPEL: President Stuart reported that word was received from New York that funds (G\$42,000.-) for this building are now available, but it was not certain whether these included the Wom. College share.

VOTED: that a cable be sent from the President's Office inquiring whether the Wom. College share is included in the G\$42,000.-

VOTED: that this Committee meet again to-morrow (Oct. 10th) to discuss Chapel plans.

0900

WARNER GYMNASIUM : In connection with the statement made by Mr. Warner at the meeting of the Grounds and Buildings Committee on Sept. 26th, it was

VOTED: that Mr. Leth-Moller be asked to prepare estimates of the main section of the building and the south wing.

WOM. COLLEGE HOUSES (NOS. 57 AND 58)

VOTED: that at the request of Mrs. Frame this Committee authorized an additional \$1,000.- to complete these buildings.

ADJOURNED.

Howard S. Galt,
Secretary.

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YENCHING

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUNDS AND BUILDINGS COMMITTEE, OCT. 11TH,
1929

TRANSFER

The Committee met in the Conference Room of the Bashford Administration Building.

Present: Miss B. Stahl, President J. L. Stuart, Messrs. Galt, Chuan and Holm, and Mr. Leth-Moller by invitation.

WHEELER MEMORIAL CHAPEL: Mr. Leth-Moller presented a rough estimate on this building, amounting to \$121,000.-

VOTED; that we ask Mr. Leth-Moller to confer with Mr. Wiant in regard to plans for the organ and choir in this building, after which final estimates be presented to this Committee. Further that President Stuart be provided with plans (elevations etc.,) for taking to America.

WOM. COLLEGE GYMNASIUM: Samples of granite to be used for the foundations of this building were exhibited, and the following was selected:-

"Pai Fu Chien" which will cost \$9,800.-

In connection with this Mr. Galt reported that when Mr. and Mrs. Boyd were here the estimates for the Wom. College Gymnasium was presented to them and the situation was carefully explained to them. With reference to the proposed reductions for this building Mr. Boyd carefully studied the matter and stated that he would be willing to contribute further funds to avoid the necessity for these reductions. In regard to the swimming pool for this building he suggested that estimates be prepared, indicating what it would cost to have this finished according to certain alternative plans.

Mr. Leth-Moller presented estimates for plumbing and heating for this building:-

<u>China American Engineering Corporation</u> :		
Heating		\$ 16000.00
Plumbing		<u>6111.00</u>
		\$22111.00
<u>Etablissement Arnoult</u>		
Heating		18000.00
Plumbing		<u>5400.00</u>
		\$23400.00

VOTED: that the China American Engineering Corporation's bid be accepted.

0902

EX-PRESIDENT HSU'S GARDEN: Mr. Galt reported that he and Dean Chao made a tour of this site and approve of the suggestions made at the last meeting, namely, that in case of purchase, the west half of the Garden be assigned to the School of Religion, and if Practice Schools are to be moved, the east half be assigned for these buildings. Mr. Galt also reported that the buildings located in this Garden, amounting to about 50 chiens, could probably be used after re-modeling.

VOTED: that we approve the purchase of this property, the sum not to exceed L.C. \$32,000.00., the difference between the proceeds of G\$10,000.- and the sum of L.C.\$32,000.00., to be advanced by Dr. L. C. Porter, this amount to be refunded later if the buildings on this site can be utilized.

RESIDENCE FOR MR. V. NASH: President Stuart reported that when G\$25,000.- was authorized for residences, it was understood that a sum, presumably of G\$7,500.- was included in this sum for building a residence for Mr. Nash.

VOTED: that we approve of building a residence for Mr. V. Nash for G\$7,500.- this sum to include the cost of the site at a fair market price.

PRACTICE SCHOOLS: The following estimates were presented:

<u>China American Engineering Corporation</u>		
Heating	\$ 1590.00	
Plumbing	1885.00	\$ 3475.00
<u>China Radiator Co.</u>		
Heating	1380.00	
Plumbing	2125.00	3505.00

Mr. Leth-Moller also suggested that for the heating system, instead of connecting these buildings with the Power House a small boiler in a separate house be installed and in that way the cost of heating equipment would be reduced. The cost of building a boiler house like that would be \$761.00., including connections. If China American Engineering Corporation's bid is accepted the total would be as follows:-

Heating	\$ 1590.00
Plumbing	1885.00
Boiler room	761.00
Elect. Light	100.00
Sewage (Septic tank)	75.00
Cold water con.	120.00
	<u>\$ 4531.00</u>

VOTED: that the above estimate be approved.

ADJOURNED.

Howard S. Galt.
Secretary.

MINUTES OF THE EXECUTIVE COMMITTEE OF THE
GROUND AND BUILDINGS COMMITTEE, OCT. 16TH,
1929.

TRANSFER

The Committee met in the Conference Room of the Bashford Administration Building.

Present: Mrs. A. B. Frame, President J. L. Stuart, Messrs. Galt, Chuan and Holm, and Mr. Leth-Moller by invitation.

PRACTICE SCHOOL AND KINDERGARTEN: Mr. Leth-Moller presented estimates for painting, amounting to \$240.00., and \$272.00. In connection with the exterior painting for these buildings it was felt that since the weather is now getting cold only one coat of paint be applied in the exterior, and in regard to the interior it was decided to refer this to Mr. Leth-Moller with the understanding that it should not go beyond the estimate of \$150.00.

HOUSES 60 AND 64 : Mr. Leth -Moller reported that built in book-cases, closets, curtain rods, shelves etc., the cost of which would be \$190.00., for House 60 and \$200.00., for House 64, including kitchen tables are required for these houses.

VOTED: to refer this matter to the Comptroller with power

PROPERTY IN THE SOUTH PART OF THE CAMPUS: Mr. Chuan reported that he succeeded in getting in touch with one of the owners of this property, but that the interview did not result to anything. After further consideration of this matter, it was

VOTED: to hold this matter in abeyance until the Chinese New Year.

EX-PRESIDENT HSU'S GARDEN: A question was raised as to who, in case if the deal is not closed before the President leaves for America, should be appointed to carry on negotiations.

VOTED: that we ask the Comptroller to act on behalf of this Committee, taking into consideration that the price not to exceed \$32,000.00., including the stamping of the deeds.

ADDITIONAL MACHINERY FOR THE POWER HOUSE : Mr. Holm reported that a new generating set is needed, the cost of which would be about G\$25,000.00., including wires etc. Also a new calorifier for hot water, for which Royles Limited of Manchester are asking £540/-/- which is approximately equivalent to Mex.\$10,000.- He also stated that in addition to this it might also be necessary to procure still another calorifier, making a total of approx. G\$35,000.00., needed for the additional equipment for the Power House.

VOTED: that we ask Mr. Holm to check the above estimates and submit the same to the chairman for transmission to the New York Office.

0904

WHEELER MEMORIAL CHAPEL: President Stuart reported that a reply was received from the New York Office to their inquiry as to the total amount of funds available for this building in which it was stated that the G\$42,000.00., authorized included the Wom. College share. Considering that the chapel in Ninde Hall as well as the Bashford Auditorium are available, it was

VOTED: to hold this matter in abeyance and to ask President Stuart to consult with the donors.

INSULATION OF THE HEATING MAINS: Mr. Holm reported that an additional L.C.\$20,000.00., are needed beyond the \$10,000.- already authorized, to complete the insulation of the heating mains, to which must be added \$2,500.- for the pumping station, making a round figure of additional L.C.\$25,000.- needed for this purpose, of a total of L.C.\$35,000.-

VOTED: that in passing this information on to the New York Office we suggest that the surplus on this year's budget due to contract for exchange be used for the above.

NEW RESIDENCES NEEDED: In connection with this it was mentioned that if ex Pres. Hsu's Garden is acquired it may be possible to build residences on this site. President Stuart suggested that after the purchase is completed a survey of the site be made and the matter carefully studied in connection with the various proposals made as to the use of this site.

RESIDENCES FOR SINGLE MEN:
VOTED: that we ask the Comptroller's Office to prepare plans and estimates and submit these to the Grounds and Buildings Committee with this Committee's recommendation.

STUDENTS LIVING WITH FACULTY MEMBERS: President Stuart raised the question of residences for Faculty members to be surrounded by small student dormitories for sake of intimate social intercourse. After considering this matter, it was

VOTED: that fearing the danger of building arrangements which might not prove convenient or suitable for this purpose this Committee opposes this scheme and refers the matter to the General Faculty Executive Committee with the request that the result be reported to President Stuart.

TELEPHONES:
VOTED: that the Comptroller's Office be authorized in consultation with Mr. Holm to dispose of the remains of the old telephone system.

VOTED: to meet again on Wednesday, Oct. 23rd, at 11 a.m. in the Conference Room of the Bashford Administration Building.

ADJOURNED.

Howard S. Galt,
Secretary.

YENCHING

MINUTES OF THE GROUNDS AND BUILDINGS
EXECUTIVE COMMITTEE, OCT. 24TH, 1929.

TRANSFER

The Committee met in the Conference Room of the Bashford Administration Building.

Present: Mrs. A. B. Frame, Messrs. Chuan, Galt and Holm, and Mr. E. Nyholm by invitation.

Mr. Galt raised the question whether the vacancy, caused by President Stuart leaving for America, should be filled by somebody else. It was suggested that since Mr. Galt is the Acting President he should take President Stuart's place, and the matter of Mr. Galt's vacancy be referred to the Grounds and Buildings Committee.

WARNER GYMNASIUM: Mr. Nyholm reported that estimates for the swimming pool for this building will be ready by Nov. 15th.

EX-PRESIDENT HSU'S GARDEN: Mr. Chuan reported that before President Stuart left for America, he had an interview with Philip Fu, who introduced him to one of President Hsu's secretaries thru whom negotiations are being carried in regard to the purchase of this property.

TELEPHONE FUNDS: Mr. Galt referred to the action taken by this Committee on May 20th when it was agreed to borrow \$2,500.- from the Bashford Endowment Fund for telephone expenses, in connection with this he stated that on examining the Telephone Account there is a surplus from the Operating Account of last spring and suggested that this should be used to cover the needs stated at the meeting of May 20th and in that way reduce the amount borrowed from the Endowment Fund.

VOTED: to approve of using for telephone re-construction costs the surplus of last Spring from the Telephone Operation Account, the exact amount to be determined by the Treasurer's Office, in order to reduce the amount of \$2,500.-borrowed from the Bashford Endowment Fund proposed on May 20th.

ELECTRIC LIGHTS IN THE TA YUAN: In connection with the proposal to charge these to the new Faculty Residence Account, Mr. Chuan raised the question whether, since some of these lights have been installed in houses occupied by members of the various departments which pay rent to the University, this Committee would approve of charging part of this installation, as well as part of the remodelling done to these houses to the various departments concerned and for which a provision is made by the Budget. He further reported that a statement of this kind has already been prepared by him.

VOTED: that the Committee approves of the Comptroller charging the cost of installing lights and remodelling of houses, occupied by members of such departments as pay rent to the University and for which a provision is made by the Budget, to the budget items concerned.

0906

REQUEST FROM MISS SUI WANG : Mr. Galt stated that with reference to the request from Miss Sui Wang, asking for lights to be installed on the street leading from her house in Chengfu, on reporting the action taken by this Committee on Sept. 4th in regard to this matter, she proposed to pay for the installation of these lights. After discussing the matter the Committee

VOTED: that if Miss S. Wang would be willing to pay for the current and installation of these lights this Committee approves of the above request.

ROOFS OF THE UNIVERSITY BUILDINGS:

VOTED: that we ask the Comptroller to write to Mr. Gibb in order to find out his understanding of the contract between the University and Wm. Forbes & Co., in connection with the roofs of the academic buildings.

REQUEST FROM MR. K. MA : Mr. Chuan reported that Mr. K. Ma would like an additional toilet in his house, the cost of which would be approx. \$150.-

VOTED: to approve of this, and the same to be charged to the New Faculty Residence Account.

REQUEST FROM MR. K. WEE : Mr. Chuan reported that Mr. K. Wee requests an additional equipment for the Men's Gymnasium, the cost of which would be between \$300.- and \$400.- Since there are no funds in this account to meet this expenditure, it was suggested that as Dr. Parr is doing considerable landscaping work, his salary might be charged in part to the Campus Improvement Account, and in that way make it possible for the Athletic Department to pay for this additional equipment.

VOTED: to ask the Comptroller to take this matter up with the Landscaping Committee for report either to the General Faculty Executive Committee or the Grounds and Buildings Committee

PAINTING OF KINDERGARTEN AND PRACTICE SCHOOL : Mr. Nyholm submitted estimates, amounting to \$145.00., and \$120.00., for painting the Kindergarten and Practice School.

VOTED: to refer this matter to the Comptroller and the chairman with power.

INFIRMARY: Mr. Chuan reported an estimate on painting the Infirmary, without fancy details, calling for \$260.- and if with fancy details an additional \$120.- would be needed. In connection with this the question was also raised in regard to the Lakefront Dormitories, which have also not been painted. Mr. Chuan asked whether, since there are no funds to meet these expenditures, this Committee would approve of using the proceeds of the sale of various materials from the Store House.

VOTED: not to authorize the above expenditures until the accounts of the various buildings concerned are examined, and in regard to the suggestion of using the proceeds of the sale of materials from the Store House the Treasurer's Office is to be consulted in regard to this matter.

SUMMARY OF GROUNDS AND BUILDINGS MEETINGS**TRANSFER**

On October 31, 1929 the field mailed copies of minutes of the Grounds and Buildings Committee and its Executive Committee. These were for meetings held June 14-19, 27, July 11, September 4-26, October 9-11-16-24. As there are 32 typewritten pages, it was felt that a summary of actions and items of interest would be more economical and advisable.

(a) Cooperative Store. Approval has been given to erect a building for this store which serves the needs of the entire University and includes the Post Office. It is on the northern line of the Power Plant lot and erected from leave-over material from different building projects. The cash outlay involved totals M\$1,450.00, which later was increased to \$1,685.00 L.C. This has been taken care of by sale of materials, old automobile and a contribution from Economics Department.

Action recommended: Note.

(b) B Dormitory. Funds for this project are being raised on the field to the amount of \$40,000.00 L.C. Contracts were let during the summer as follows:

Construction	\$23,850.00
Heating and Plumbing	6,030.00
Hardware	1,207.00
	<u>L.C. \$36,087.00</u>

Action recommended: Approval.

(c) Lease of "Wang Huai Ch'ing's Garden." Referring to the three-year lease of these gardens at a cost of \$860.00 L.C. a year, Dr. Galt writes:

"I may explain that this is a large summer garden, newly reconstructed by General Wang a few years ago, lying about a quarter of a mile northwest from our site. On account of political affiliations, General Wang is unable to make use of his beautiful garden, and offered to lease it to the University for a period of three years at a very reasonable figure. We have completed the arrangements and installed a considerable number of our staff, unmarried men or men whose families are not in residence. Of course we have had to spend some money remodeling, and we found it desirable and practicable to install electric lights. The whole plan has proven to be a satisfactory and rather economical way of meeting certain pressing needs."

Recommendation: Note.

(d) Boyd Gymnasium. Contract-figures for erecting the Gymnasium were submitted June 27 but being too high, were revised by omitting certain items and cutting down on others, until on July 11 the contract was let at a total cost of \$132,992.99 L.C. This was \$468.85 L.C. above the authorized \$77,500.00, but the balance of gold not remitted to the field as yet was calculated on the basis of 2:30 to 1. A slightly higher rate of exchange would more than care for the deficit.

The contract was closed on the condition that work could be suspended in case of a shortage of funds but "meanwhile the New York Office be advised of the situation and asked to send cable instructions to the Field." Later advice

Summary of Grounds and Buildings Meetings

-2-

brings the good news that Mr. and Mrs. Boyd have donated G\$5,000.00 additional to complete the building and to include certain features which had been eliminated for the sake of economy.

- Recommendation: (1) Expression of appreciation for the additional \$5,000.00.
(2) Approval of placing contract with the hope that rate of exchange will care for the small deficit.

(e) University Residences. The following funds were voted from the Residence appropriations.

Hardware #63-64	\$ 445.00 L.C.	
Servants' quarters #63-64	1,765.00	
Altering #19	1,155.00	
Sanitary Equipment #64	150.00	(K.Ma's house)
	<u>M\$3,515.00</u>	

It will be noted that some of these items are for alteration on old buildings which was referred to in action F-2482 by the Committee. This was taken up with the field and the following reply received:

procedure

"Our general understanding of the arrangement was that it was left to the Field to use the sum appropriated to solve the residence problems in which seemed the wisest way. Mr. Evans' letter raises the question of whether new residences were intended by the Finance Committee in the action taken. I can see that this is a possible interpretation, but it is not the one that seemed to fit the situation best here, and our interpretation did not seem to be either against the letter or the spirit of the action. The use of funds from that appropriation for remodeling or enlarging old residences has had the same effect in most cases as the erection of new, and we trust that the Finance Committee of the Trustees will view the matter in this light."

In addition to the above G\$7,500.00 was voted for the Nash residence, "this sum to include the cost of the site at a fair market price."

Question is raised whether the Nash residence is being erected off the Campus or on land owned by the University. If it is the latter, then serious complications are sure to arise if this policy is pursued.

Recommendation: Investigation by corresponding with the field to secure all the facts.

(f) Infirmary. Additional funds voted for the Infirmary were as follows:

Heating	\$1,190.00 L.C.
Hardware	342.00
Repairs and Alterations	662.00
Total	<u>\$2,194.00 L.C.</u>

(g) Miscellaneous Authorizations. Other authorizations to be noted are the following:

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Summary of Grounds and Buildings Meetings

-3-

Bell Tower		L.C.\$1,000.00
Bashford Memorial: Painting	1,320.00	
Grading	<u>800.00</u>	2,120.00
Hardware for Pavilion		281.00
Drainage President's Residence (charged to Campus Improvement)		270.00
Heating & Plumbing Practice Schools (to include separate boiler room)		4,531.00
Painting Practice School		150.00

(h) Bashford Loan on Practice Schools. Elementary school and kindergarten have been financed by borrowing \$5,000.00 from the Bashford Memorial Fund held on the field, the parents of the children benefited to pay interest thereon. Inquiries have been sent to the field, in agreement with instructions from the Finance Committee, to ascertain the status of this Fund. A reply recently received begs an extension of time in order to secure all of the facts surrounding the gift.

(i) Re-covering Heating Mains. Figures received by the Committee indicate that the cost of repairing the covering on the heating mains will total \$30,000.00 L.C. This is \$20,000.00 L.C. in excess of the amount authorized by the Board of Trustees. The Field is preparing a request to be presented to the Finance Committee, seeking an additional appropriation of \$20,000.00 L.C.

(j) Purchase of Ex-President's Hsu Garden. This has been previously alluded to in connection with the location of the Practice School. On October 11 the following was voted:

"That we approve the purchase of this property, the sum not to exceed L.C.\$32,000.00, the difference between the proceeds of G\$10,000.- and the sum of O.C.\$32,000.00, to be advanced by Dr. L. G. Porter, this amount to be refunded later if the buildings on this site can be utilized."

Recommendation: Consideration and action.

0910

MINUTES OF THE GROUNDS AND BUILDINGS
COMMITTEE MEETING, OCTOBER 31st, 1929

YENCHING

INDEXED

TRANSFER

The Committee met in the Conference Room of the Bashford Administration Building.

Present:- Mrs. A. B. Frame, Dr. B. L. Learmonth, Messrs. J. D. Hayes, Chuan, Galt, Holm and Tsai.

Mr. Tsai led in prayer.

Dr. Tzur not being present, Mr. Galt took the chair.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

REPORTS

A) Meetings and Acts of the G & B. Exec. Com: As copies of the Exec. Com. meetings are sent to all members of the Grounds and Buildings Committee no full report was made, with the exception of the following comments:-

Exec. Com. meeting .Oct. 16th: Under the heading of Additional machinery for the Power House: the following correction was made:-

"Also a new calorifier for hot water, for which Royles Limited of Manchester are asking £540/-/- which together with transportation costs and installation of same is approximately equivalent to Mex. \$10,000.- "

In connection with the action taken by the Exec. Com. on Oct. 24th concerning the Roofs of the University Buildings, Mr. Chuan reported that a letter was sent to Mr. Gibb in regard to this matter.

B) New York Correspondence: Mr. Galt reported that as stated at the Exec. Com. meeting, Oct. 9th, a cable had been received from the New York Office, authorizing G\$42,000.- for the Wheeler Memorial Chapel, which also included the Wom. College share.

In connection with the above Mr. Galt also stated that the New York Office has noted the favorable rate of exchange and when the first payment of G\$12,500.- for the Wheeler Memorial Chapel Account was made, they purchased a L.C. draft and remitted the same to the field, and this sum has now been deposited in the Hongkong and Shanghai Bank.

EQUIPMENT IN NINDE HALL: Mr. Chuan reported that additional chairs are required for the Chapel in Ninde Hall, which would cost about \$200.- He further stated that from time to time various needs of this School had been met from the Current Budget as there were no funds in the Ninde Building Account. Mr. Tsai suggested finding out whether it would be possible to charge this expenditure to the McBrier Foundation Fund.

GB1598- VOTED: that we ask the chair to negotiate with the Special Committee on McBrier Foundation Fund concerning this need, and if the result is unfavorable, that an item in the next current Budget for equipment be included.

0911

STATUS OF THE TRACTOR: It was reported that a bill for repairs for the tractor was presented, and since both the Power House and the Dept. of Agriculture use this tractor a question was raised as to the ownership of this equipment and to which account the above bill is to be charged.

GB1599-VOTED: to ask the Comptroller to negotiate with the Dept. of Agriculture concerning this matter and report back to this Committee.

EQUIPMENT OF WEST DORMITORY: Mr. Chuan reported that when this dormitory was rented, bed-room furniture for fifty students was ordered, the cost of which will be between \$150.- and \$200.- He further pointed out that as soon as Unit B Dormitory of the Lakefront Group is ready this furniture can be moved to that building, but as it will only require furniture for thirty-six students he asked to what account the additional fourteen sets should be charged to.

GB1600-VOTED: that the additional fourteen sets be charged to the Suspense Account, and the rest to the Lakefront Dormitory Unit B.

EAST COMPOUND WALL: Mr. Chuan reported that the wall around Mr. Barbour's house in the East Compound has now been completed, the cost of which is about \$100.- and asked to what account this should be charged to. In view that the moving of the gate-house in this Compound has necessitated the above work, it was decided to charge this to the same account.

GB1601-VOTED: that the cost of the wall around Mr. Barbour's house be charged to the Suspense Account, (as per action of the Exec. Com. meeting of April 27th).

TELEPHONE ACCOUNT: In connection with the action of the Exec. Com. meeting of Oct. 24th, in order to reduce the amount for telephone reconstruction to be borrowed from the Bashford Endowment Fund, it was further

GB1602 -VOTED: that we either adopt a postponement of redemption of telephone bonds, or use the proceeds of the sale of the old telephone system.

UNFINISHED CONSTRUCTION WORK: Mr. Chuan raised the question in regard to the unfinished construction work in buildings considered complete and for which there are no funds.

GB1603-VOTED: to ask the Comptroller to make a list of the unfinished construction work and submit this to the Executive Committee for securing funds.

ADDITIONAL MACHINERY NEEDED IN THE POWER HOUSE: Mr. Galt stated that with reference to the action of the Exec. Com. meeting, Oct. 16th, Mr. Holm submitted data on this, and the same will be transmitted to the New York Office.

COAL PURCHASE: Mr. Holm stated that offers had been made by various concerns to sell coal, one was from Tieng Fang, offering 600 tons of coal at \$10.50., per ton, which coal has been analysed by the Chemistry Department, and another from an agent of Ta Tung Coal (about 400 tons) at \$12.50 ., per ton. He pointed out that as these are good offers it would be well for the University to buy the remainder of its winter's supply of coal now.

⁴
GB160~~4~~⁴-VOTED: that this Committee approves of the above purchase.

INSULATION OF THE HEATING MAINS : Mr. Galt referred to the report submitted at the Exec. Com., meeting of Oct. 16th and the action taken, and asked this Committee's approval.

GB1605- VOTED: that this Committee approves of the above.

ROAD LIGHTS TO TA YUAN: Mr. Chuan reported that a request has been made by the residents of the Ta Yuan, for road lights on the street leading to this Garden.

GB1606-VOTED: to install one light at the corner where the road from the Garden turns into the main street.

TELEPHONE FOR TA YUAN: Mr. Chuan also stated that it would be necessary to install one telephone in the Ta Yuan.

GB1607-VOTED: to install one telephone in the Ta Yuan, the same to be charged to the Residence Account, and that the occupants be asked to pay for the operation of same.

WINDOW ARRANGEMENTS: Mr. Chuan reported that Mr. Leth-Moller proposed to adopt a different window arrangements for Unit B. Dormitory, namely, to have windows open **inside** and screens installed outside.

GB1608-VOTED: that this Committee does not approve of the above scheme.

ADJOURNED.

Howard S. Galt
Secretary.

V. LETH-MOLLER & CO.
Consulting Engineers
23 Tsung Pu Hutung

Peking. Nov. 15th, 1929.

S. J. Chuan Esq.,
Yenching University

Dear Mr. Chuan:-

With references to your request for an accurate estimate for completing the swimming pool for the Wom. Gymnasium we have now prepared the estimate for alternative proposals which we now give in detail below.

The prices given in the first part are only for completing the room, in the second part we give estimates for the machinery to circulate, heat and clean the water.

Alternative I

1. Ceiling with marble plaster
 2. Wall plaster with marble dust
 3. Skirting 6" high to be of terrazzo
 4. Terrazzo floor
 5. The pool to have white tile lining with rounded curb at bottom, top to have special tiles for gutter for overflow and cap also of white tile
 6. Brass rail as shown in drawing.
- Total cost Mex. \$ 4764.00

Alternative II

1. Ceiling plaster with marble dust
 2. Walls with white tile surface
 3. 6" skirting with white tile
 4. Floor to be of white tile
 5. The pool to be lined with white tile and to have slightly round curb at bottom, the top to have special tile for gutter for overflow and cap also of white tile
 6. Brass rails as shown in drawing
- Total cost Mex. \$8740.00

Alternative III

1. Ceiling plaster with marble dust
 2. Wall with marble surface
 3. 6" skirting to be of white marble
 4. Floor to be of white marble
 5. The pool to be lined with white tiles and to have slightly rounded curb at bottom, the top to have special tile for gutter for overflow and cap also to have white tile
 6. Brass rail as shown in drawing
- Total cost Mex. \$17943.00

0914

Alternative IV

1. Ceiling plaster with marble plaster
2. Plaster wall with marble plaster
3. Wainscot 5' high all round the walls to have terrazzo with slightly projecting cap
4. Floor to have terrazzo
5. The pool to be lined with white marble with curbs and gutter as above specified
6. Brass rails as shown in drawing

Total cost Mex \$10405.00

As a fifth alternative we would suggest to finish the room as specified under ~~late~~ alternative IV but have the floor (item 4) and a low wainscot (3'0") also in white marble. The extra cost for this will be Mex \$4263.00 making a total Mex \$14668.00

Further we would like to point out that although it may be said that white seems the color most desirable from a sanitary point of view, it is not always the best, because if the water is at all turbid, it will look worse in a white pool than in a basin finished with colored tiles or marble.

If the water is filtered, what we propose to do, it will of course be quite alright, but even then it might be considered to have the walls and sides lined with greenish tiles, which will make the water look very inviting and resemble more than if water in lakes or clear streams.

We have therefore also obtained estimates for this alternative if green tiles should be used instead of white tiles. The extra cost for using tiles for lining of side and bottom of pool would be Mex. \$800.-

We have not yet been able to get an exact quotation for the machinery, as no firms out here can give this before consulting with the manufacturers. We have however obtained an approximate estimate which should be on the safe side.

For supplying all machinery and piping and installing same and making necessary connections we estimate Mex \$17000.00

This installation will include:

Pump and motors for circulating water
filter to clean the water
x ray apparatus for disinfecting the water
heaters.

The heaters we propose to have connected with the heating pipes from the power station. This will of course, only be sufficient as long as the University provides heating, during the rest of the year we propose to change the connection to the domestic hot water pipes and let the hot water circulate through the heaters, which will be sufficient to insure water of the required temperature(70°) during the summer it should not be necessary to heat the water at all.

We believe that x ray system is the only alternative which need be considered. The same water can then be used at least 6 months within safety.

Yours faithfully,
(Signed) V. LETH-MOLLER & CO.

(To the above letter Mr. S. J. Chuan, Comptroller, has added the following note:-

"To the above estimate should be added overhead charges")

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MINUTES OF THE GROUNDS AND BUILDINGS COMMITTEE
MEETING , NOV. 28TH, 1929.

TRANSFER

INDEXED

Present: Miss R. Stahl, Messrs. Chuan, Galt and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: as previously circulated were approved.

REPAIR OF THE ROOFS: Mr. Chuan reported that a letter has been received from Mr. Gibb concerning this matter. He further stated that in perusing old correspondence on this subject he expects to gather enough data to renew negotiations with Williams Forbes & Co., who did the work.

ESTIMATES FOR THE BOYD GYMNASIUM SWIMMING POOL : It was reported that estimates were presented by Leth-Moller & Co., for the Boyd Gymnasium swimming pool, giving four alternative sets of prices, copy of which is attached herewith. It was further reported that a copy of these estimates has been sent to Mr. Boyd.

WHEELER CHAPEL FUNDS: Mr. Galt reported that a second installment of funds for the Wheeler Memorial Chapel has been received.

TRACTOR : Mr. Chuan reported that after consulting with Mr. Yd of the Department of Agriculture, the latter stated that the Department of Agriculture are of the opinion that the tractor should still be their property, and that the University is free to borrow it. Mr. Chuan suggested that Mr. Holm be asked to look into the question of the University's need for a tractor, and if the same is required that we should buy the tractor from the Department of Agriculture.

VOTED: to request Mr. Holm to prepare a report on this matter.

Mr. Galt reported that a letter has been written to the New York Office concerning general arrangements of the campus, in reply to the question which was raised by Mr. Warner concerning the changes which had been made on the campus and which differed from the plan prepared by Mr. Murphy in 1926.

WATER SUPPLY: Mr. Holm reported that the consumption of water is now more than 120,000 gallons per day, whereas before it was from 70,000 to 80,000 gallons per day. In view of this he proposed that the main artesian well be connected with the well on the dairy-farm, pipe to be borrowed from the Store-House, and the cost of installation of the same to be charged to the Power House Account, which plan had been approved by Messrs. Chuan and Galt.

VOTED: to approve of the steps taken by Mr. Holm to connect the central well with the well on the dairy-farm in order to increase water supply.

SPECIFICATIONS FOR HEATING AND SANITARY INSTALLATIONS:
It was reported that contracts for the heating and sanitary installations for Unit B Dormitory, and Practice Schools are ready to be signed, and that Mr. Tobich, representative of the China-American Engineering Corporation, has been asked to come to Yenching on Friday for signing these contracts.

It was also reported that in connection with the heating and sanitary installations for the Boyd Gymnasium Building, Mr. Leth-Moller, Mr. S. J. Chuan, Mr. L. Holm and Miss McGowan held a meeting a few days ago and discussed heating and sanitary plans for this building and some changes were made .

RESIDENCES FOR SINGLE MEN TEACHERS AND STAFF MEMBERS:

Mr. Chuan submitted the following plan: that this building should be a two-story foreign style building comprising the following accommodations:-

- A For instructors
one small room each
- B For clerks
one large room for two (bed and sitting room)
- C For professors,
2 rooms for one (1 bedroom and one study)
- D For assistant professors
3 rooms for two.

Common features:

- Common bathroom
- One kitchen and pantry
- One dining hall
- One sitting room
- Rooms for servants and sundries

Numbers of rooms:

A - 8 single rooms (small) housing 8 persons	
B - 8 double rooms	16 ..
C - 4 2 suiterooms	4 ..
D - 4 3 suiterooms	8 ..

The whole accommodating 36 persons

It is proposed to locate the same in the north-west corner of the Yen Nung Yuan.

VOTED: to approve of the plan in general and to refer the matter to the Comptroller's Office and Leth-Moller & Co., for further study and report.

SEPTIC TANK FOR THE INFIRMARY: It was reported that the septic tank east of the Infirmary due to the wet condition of the soil is out of order and may have to be moved to the north-west and raised 3 feet.

VOTED: to ask Mr. Holm to study the matter and make recommendations.

302500

MEN'S SWIMMING POOL: Mr. Chuan presented tentative plans for this pool, which involve turning the present open swimming pool into an enclosed one and connecting the same with the Men's Gymnasium Building. The estimated cost would be \$45,000.- including \$22,000.- for machinery.

THE TREATMENT OF BALANCE ON RESIDENCE FUND: Mr. Galt reported that in distributing the account called "Undistributed" about one year ago a sum of \$18,000.- had been placed to the credit of the Residence Account. As this is only a fictitious balance, he proposed to transfer this credit and close certain accounts in which construction is completed, such as Residences Nos. 55 and 56 etc. It was agreed to consider this plan further after the Dec. 31st balance sheet has been prepared.

ADJOURNED.

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09 19

MINUTES OF THE EXECUTIVE COMMITTEE
OF THE GROUNDS AND BUILDINGS COMMITTEE
DEC. 13TH, 1929.

YENCHING

INDEXED

The Committee met at the President's Office at 11 a. m.

Present:- Miss R. Stahl, Messrs. Chuan, Galt and Holm, and Mr. Leth-Moller by invitation.

MINUTES OF THE LAST MEETING: were approved.

HARDWARE FOR BUILDINGS: Mr. Leth-Moller stated that in submitting estimates for hardware for the various buildings which were under construction last summer, Tientsin prices were quoted, and after getting this material out here the prices differed due to transportation etc., in some case less and in others more and reported that adjustments will have to be made in the following accounts:-

<u>Building</u>	<u>Original estimate</u>	<u>Total cost</u>
Infirmary	\$ 342.00	\$ 341.43
Pavilion(Luce)	281.00	275.04
Residence No. 60	445.00	482.00
Residence No.64	445.00	481.68
Residence No.57	478.00	488.21
Residence No.57A		488.21
Dormitory Unit B	1207.00 (without basement)	835.33
Boyd Gymnasium	1620.00	1680.18
Practice Schools		87.96
Kindergarten		57.22

VOTED: to approve of the above report and that corresponding adjustments be made in the various accounts concerned.

BOYD GYMNASIUM: Mr. Chuan raised the question as to whether shades are to be provided for this building, and it was suggested to ask Mr. Leth-Moller to take this matter up with Miss McGowan.

WARNER GYMNASIUM : Plans were exhibited for this building and the following estimates was presented:-

Middle section	\$ 82,300
Connections with the existing wing	3,000
Extra foundations	3,000

With reference to connections with the existing wing it was reported that a portion of the roof of this structure would have to be cut off, as the same had not been erected as per these plans. Under foundations it was stated that the west wall would have to extend downward if a basement were to be added. In order to save time in the spring it would be advisable to start excavation work in a few weeks, for which purpose an approximate amount of \$585.00., would be needed to start this work.

VOTED: that we ask the chairman to write to the New York Office requesting an advanced appropriation of \$600.- in order to begin excavation work on the above building, and requesting a cable reply, further that plans for this building be studied and taken up at the next meeting of the committee.

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HEATING: Mr. Holm stated that it would be advisable, in order to save on heating costs, to install valves on the radiators in the various buildings. For this purpose he suggested that janitors be instructed to shut off the heat after office hours, and to turn on the same in the morning. In this way we would be able to provide more heat in the dormitories and other rooms where heat is needed in the evening and suggested that valves be installed in the following buildings, and at the costs as estimated:-

Men's Administration Building	89 valves	\$ 302.60
Recitation Building	77 ..	261.80
Ninde Hall	44 ..	149.60
Chemistry Bldg.	73 ..	160.60
Physics Bldg.	71 ..	156.20
Sage Hall	48 ..	105.60
		\$ 1136.40
	Overhead 10%	113.64
	Total	\$ 1250.04

VOTED: to postpone decision on the above question for further consideration

WATER SUPPLY: Mr. Holm reported that the two wells have now been connected, the one on the dairy-farm with the central well, and the supply of water is 8720 gallons per hour as against 5,000 or 6,000 gallons supplied previously. Further that the water has been examined and found good, and that, due to better water, and improved firing and cleaning of the boilers we are saving about 5 tons of coal a day.

FURTHER FUNDS FOR THE BASHFORD BUILDING: Mr. Galt reported that an estimate of \$11,300.- was submitted by Mr. Hildabrand in January, as money required to complete this building, which was transmitted to the New York Office, and the funds needed were remitted to the field. Mr. Galt further stated that a statement of expenditures has been recently made out for this building, and from which it appears that there is a deficit of approx. \$1200.- and raised the question whether we should ask the New York Office for further funds on this building. It was suggested that an estimate be made as to further requirements for this building.

VOTED: to approve of the above, the amount to be requested to be left to the chairman and the comptroller.

VOTED. to meet again on Monday, Dec. 16th, at 11 a.m. at the President's Office.

ADJOURNED.

YENCHING

MINUTES OF THE GROUNDS AND BUILDINGS EXECUTIVE
COMMITTEE MEETING, DECEMBER 16TH, 1929.

TRANSFER

INDEXED

Present: Miss R. Stahl, Messrs. Chuan and Galt, and Mr. Leth-Moller by invitation.

BOYD GYMNASIUM: Mr. Leth-Moller reported that estimates on this building are being revised. It was further reported that materials purchased for this building by Mr. Hildabrand had been used with exception of 41 bags of cement, which got wet, and it was further suggested that the granite bought for this building some years ago, not being of the quality now used, should be disposed of.

VOTED: to refer this question to the Comptroller and Mr. Leth-Moller.

Mr. Chuan further reported that in connection with the apparatus for this building, the matter has been studied by Miss McGowan and by Mr. John Mo of Tsinghua and suggestions have been made.

WARNER GYMNASIUM: Plans were exhibited and discussed, and the following decisions were made:-

That we recommend that the foundation wall level on the east side be continuous with the present level of the north wing; that the wall footings on the west side be carried down to the same level as the east, making it possible for the basement to be finished in the future; that there be window openings in the basement wall both on the east and west sides; that the proposed pillars to support the playing floor be reduced from ten to six; and that in addition to this in the plan for the south wing a door be provided for on the east side; further that we ask the consulting engineers to so plan for the heating and plumbing installations as to leave the basement space in suitable condition for future use.

ATTICS: Mr. Chuan raised the question whether windows could be made in the attics of the academic buildings so as to provide more ventilation and in this way to better utilize this space for storage purposes.

VOTED: to refer this question to the comptroller and Mr. Leth-Moller for further study.

ADJOURNED.

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