

SEAMEN'S CHURCH INSTITUTE OF NEW YORK

MINUTES

JANUARY, 1941 - DECEMBER, 1950

Minutes of a Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York (final 1940 Board), held at 25 South Street, New York City, on January 23, 1941, at 1:00 o'clock in the afternoon. (Out-going Board of Managers).

Mr. Michalis, the President, was in the Chair.

Mr. Michalis, the President, presided.

Present: Messrs. Beattie, Belknap, Bell, Bell, Jr., Burgess, Cox, Jr., Cummings, Darlington, Delafield, Forsyth, Gulden, Low, Mansfield, Michalis, Newhall, Roberts, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Aldrich, Barber, Brooks, Despard, Dorrance, Fleming, Saltzman, Satterlee, Salvage, Tucker, Warburton and Wheeler, also Suffragan Bishops Larned and Ludlow, ex officio members of the Corporation.

The meeting was opened with prayer by the Rev. Mr. Burgess.

Upon motion, duly seconded and carried, the reading of the Minutes of the December, 1940 meeting, was dispensed with.

The Annual Report of the Director was then called for and offered, whereupon, upon motion of Mr. Roberts, duly seconded and carried, it was title and received.

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

The business being completed, the meeting was then adjourned.

the report of the Committee which is as follows:

- Rev. Donald B. Aldrich, D. D. Secretary
- Henry McComb Bangs
- Edward J. Barber
- Charles R. Beattie
- Edwin De T. Bechtel
- Rear Admiral Reginald R. Belknap, U.S.N., Ret.
- Gordon Knox Bell
- Gordon Knox Bell, Jr.
- Rev. W. Russell Bowie, D. D.
- Charles W. Bowring, Jr.
- Rev. Roellif H. Brooks, D. D.
- Edwin A. S. Brown
- Rev. Frederick Burgess
- D. Farlay Cox, Jr.
- Frederick A. Cummings
- Joseph H. Darlington
- Frederick F. Delafield
- Clement L. Despard
- Rev. Samuel M. Dorrance
- Charles E. Dunlap



Snowden A. Fahnestock
 De Coursey Fales
 Rev. Frederic S. Fleming, D. D.
 Harry Forsyth
 Frank Gulden
 Charles S. Haight, Jr.
 Gerard Mallock, 3d
 Louis Gordon Samersley
 Hon Augustus N. Hand
 Benjamin R. C. Low
 Louis B. McCagg, Jr.

Minutes of the Ninety-sixth Annual meeting of the Corporation, held at 25 South Street, New York City, on January 23, 1941, at 1:10 in the afternoon, (immediately following the meeting of the Out-going Board of Managers).

Mr. Michalis, the President, presided.

Richard H. Mansfield
 The attendance was identical with that of the Stated Meeting which

George P. Montgomery
 had convened at one o'clock.

Morton W. Newhall
 The Annual Report of the Director, Mr. Kelley, previously adopted

John H. G. Fell
 as the Report of the Board of Managers, was then read by him.

Franklin Remington
 On motion of Mr. Roberts, duly seconded, it was

John S. Rogers, Jr.
 Resolved, That the Report of the Director be accepted and referred to the new Board of Managers for publication, with authority to make necessary changes, and that a Committee therefor be appointed by the Chair.

Robert L. Catterlee
 John Jay Schieffelin
 As such Committee, the Chair appointed Admiral Belknap, Chairman, and

Sir T. Ashley Sparks
 Mr. Alexander O. Vietor. Stires, D. D.

Carll Tusker
 The Annual Report of Mr. Roberts as Treasurer and the Annual Report

Colonel J. Mayhew Wainwright
 of Mr. Morgan as Chairman of the Committee on Trust Funds, were presented

St. Rev. Benjamin M. Washburn, D. D.
 by title and received.

William Fitzhugh Whitehouse
 The Annual Report of the Ways and Means Committee was presented by

Orme Wilson
 Mr. Forsyth, and was received.

George Gray Zabriskie
 Mr. Forsyth as Chairman of the Nominating Committee, then presented

Upon motion of Mr. Williams, duly seconded, the report was accepted, the report of the Committee which is as follows:

and upon his further motion, duly seconded and carried, the Secretary

Rev. Donald B. Aldrich, D. D.
 Henry McComb Bangs a single ballot for the above names, which was

Edward J. Barber
 Charles R. Beattie

Edwin De T. Bechtel
 Rear Admiral Reginald R. Belknap. U.S.N., Ret. owing Officers for

Gordon Knox Bell
 Gordon Knox Bell, Jr.

Rev. W. Russell Bowie, D. D.
 Charles W. Bowring, Jr. honorary President

Rev. Roelif H. Brooks, D. D. ning, D.D., LL.D., D.C.L. (ex officio)

Edwin A. S. Brown
 Rev. Frederick Burgess Lay Officers

D. Farley Cox, Jr. Michalis President

Frederick A. Cummings lee Vice-President

Joseph H. Darlington sevelt Vice-President

Frederick P. Delafield Vice-President

Clement L. Despard Vice-President

Rev. Samuel M. Dorrance Secretary and Treasurer

Charles E. Dunlap

- Classical Vice-Presidents
- Snowden A. Fahnestock
 - De Coursey Fales
 - Rev. Frederic S. Fleming, D. D.
 - Harry Forsyth
 - Frank Gulden
 - Charles S. Haight, Jr.
 - Gerard Hallock, 3d
 - Louis Gordon Hamersley
 - Hon Augustus N. Hand
 - Benjamin R. C. Low
 - Louis B. McCagg, Jr.
 - Rt. Rev. William T. Manning, D. D.
 - Richard H. Mansfield
 - Clarence G. Michalis
 - George P. Montgomery
 - Junius S. Morgan
 - Morton L. Newhall
 - Harris C. Parsons
 - John H. G. Pell
 - Rev. Louis W. Pitt, D. D.
 - Franklin Remington
 - Thomas Roberts
 - John S. Rogers, Jr.
 - Franklin D. Roosevelt
 - Charles E. Saltzman
 - Samuel A. Salvage
 - Herbert L. Satterlee
 - John Jay Schieffelin
 - Thomas A. Scott
 - Sir T. Ashley Sparks
 - Rt. Rev. Ernest M. Stires, D. D.
 - Carll Tucker
 - Alexander O. Viotor
 - Colonel J. Mayhew Wainwright
 - Frank W. Warburton
 - Rt. Rev. Benjamin M. Washburn, D. D.
 - Ernest E. Wheeler
 - William Fitzhugh Whitehouse
 - William Williams
 - Orme Wilson
 - William D. Winter
 - George Gray Zabriskie

Samuel A. Salvage
Secretary

Upon motion of Mr. Williams, duly seconded, the report was accepted, and upon his further motion, duly seconded and carried, the Secretary was authorized to cast a single ballot for the above names, which was done.

Mr. Forsyth then placed in nomination the following Officers for the new year:

Honorary President
Rt. Rev. William T. Manning, D.D., LL.D., D.C.L. (ex officio)

Lay Officers

Clarence G. Michalis	President
Herbert L. Satterlee	Vice-President
Franklin D. Roosevelt	Vice-President
Orme Wilson	Vice-President
Harry Forsyth	Vice-President
Thomas Roberts	Secretary and Treasurer

Clerical Vice-Presidents

Rt. Rev. Ernest M. Stires, D.D.	Rev. Frederick Burgess
Rt. Rev. Benjamin M. Washburn, D.D.	Rev. Roelif H. Brooks, D.D.
Rev. Donald B. Aldrich, D.D.	Rev. Samuel M. Dorrance
Rev. W. Russell Bowie, D. D.	Rev. Frederic S. Fleming, D.D.
Rev. Louis W. Pitt, D.D.	

At this point Mr. Michalis requested Mr. Williams to take the Chair, whereupon, there being no further nominations, upon motion of Mr. Delafield, duly seconded and carried, the Secretary was instructed to cast a single ballot for the above Officers. This was done, and Mr. Williams as Chairman pro tem, declared these Officers elected.

Mr. Michalis then resumed the Chair.

Business being completed, the Annual Meeting of the Corporation was then adjourned.

Secretary

Mr. Forsyth as Chairman of the Nominating Committee, then presented the following schedule of Committee members:

Executive

Clarence G. Michalis, 74 Wall Street, Chairman
 Gordon Knox Bell, 22 Exchange Place
 Reginald R. Belknap, 5 Chelsea Square
 Charles E. Dunlap, 1 Broadway
 Harry Forsyth, 155 John Street
 Louis Gordon Hamersley, 70 Pine Street
 Junius S. Morgan, 23 Wall Street
 Morton L. Newhall, 1 Broadway
 Thomas Roberts, 63 Wall Street
 Herbert L. Satterlee, 49 Wall Street
 J. Mayhew Wainwright, 72 Wall Street

Religious and Social Service Work

Rear Admiral Reginald R. Belknap, 5 Chelsea Square, Chairman
 Rev. Frederick Burgess
 Charles S. Haight, Jr.
 Benjamin R. C. Low

Committee on Business Operation

Morton L. Newhall, 1 Broadway, Chairman
 Joseph H. Darlington
 Richard H. Mansfield
 Gerard Hallock, 36-
 Thomas Roberts
 George P. Montgomery
 William D. Winter

Special Services to Seamen

Louis Gordon Hamersley, 70 Pine Street, Chairman
 Rear Admiral Reginald R. Belknap
 Clement L. Despard
 Gordon Knox Bell, Jr.
 Joseph H. Darlington
 Frank W. Warburton

Law Committee

J. Mayhew Wainwright, 72 Wall Street, Chairman
 Edwin De T. Bechtel
 William Williams
 De-Coursey Pales
 George Gray Zabriskie

Ways and Means

Harry Forsyth, 155 John Street, Chairman
Charles R. Beattie John H. G. Fell
Frederick P. DeLafield John

Minutes of the Stated Meeting of the In-coming Board of Managers of 1941 of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 23, 1941, at 1:35 in the afternoon immediately after the adjournment of the Annual Meeting.

Trust Funds

Junius S. Morgan, 23 Wall Street
Charles E. Dunlap
De Coursey Fales

Harry
Thomas
Chairman
Frank Guilan

Seamen's Church Institute
Gordon Knox Bell, 22 Exchange
D. Farley Cox, Jr.

Mr. Michalis, the President, presided.

Upon motion of Mr. Bell, Jr., duly seconded and carried, the report

The attendance was identical with that of the meeting of the Corporation which convened at one-ten.

was accepted, and there being no further nominations, the Secretary was instructed to cast a single ballot, whereupon, the nominees were declared

Upon motion of Mr. Burgess, duly seconded and carried, it was elected.

Resolved, That the By-Laws of the last Board of Managers of the Seamen's Church Institute of New York be and are hereby adopted as the By-Laws of the present Board.

Resolved, That the Treasurer be and he hereby is authorized to pay to the Mr. Forsyth as Chairman of the Nominating Committee, then presented from all Special Relief Funds to be used for the purpose of said funds.

the following schedule of Committee members:

Upon motion of Mr. Zabriskie, duly seconded and carried, it was

Executive

Clarence G. Michalis, 74 Wall Street, Chairman
Gordon Knox Bell, 22 Exchange Place
Reginald R. Belknap, 5 Chelsea Square
Charles E. Dunlap, 1 Broadway
Harry Forsyth, 155 John Street
Louis Gordon Hamersley, 70 Pine Street
Junius S. Morgan, 23 Wall Street
Morton L. Newhall, 1 Broadway
Thomas Roberts, 63 Wall Street
Herbert L. Satterlee, 49 Wall Street
J. Mayhew Wainwright, 72 Wall Street

Religious and Social Service Work

Rear Admiral Reginald R. Belknap, 5 Chelsea Square, Chairman
Rev. Frederick Burgess, Charles S. Haight, Jr.
Benjamin R. C. Low

Committee on Business Operation

Morton L. Newhall, 1 Broadway, Chairman
Joseph H. Darlington Richard H. Mansfield
Gerard Hallock, 3d Thomas Roberts
George P. Montgomery William D. Winter

Special Services to Seamen

Louis Gordon Hamersley, 70 Pine Street, Chairman
Rear Admiral Reginald R. Belknap Clement L. Despard
Gordon Knox Bell, Jr. Joseph H. Darlington
Frank W. Warburton

Dear Mr. Kelley,

Law Committee

J. Mayhew Wainwright, 72 Wall Street, Chairman
Edwin De T. Bechtel William Williams
De Coursey Fales George Gray Zabriskie

Central Council of Associations, the same to take effect Jan: 31, 1941.

Ways and Means

It is Harry Forsyth, 155 John Street, Chairman
Charles R. Beattie John H. G. Pell
years - Frederick P. Delafield John J. Schieffelin

Trust Funds

my best to a cause so worthy as that in all of us. For that privilege
I thank you
Junius S. Morgan, 23 Wall Street, Chairman
Charles E. Dunlap Harry Forsyth
De Coursey Fales Thomas Roberts

Sincerely yours
Seamen's Church Institute Associations

Gordon Knox Bell, 22 Exchange Place, Chairman
D. Farley Cox, Jr. Frank Gulden

Jan. 21, 1941.

Upon motion of Mr. Bell, Jr., duly seconded and carried, the report
was accepted, and there being no further nominations, the Secretary was
instructed to cast a single ballot, whereupon, the nominees were declared

Resolved, That the resignation of Miss Clara M. Dibble be received
and regret, and that the Institute tenders her its best wishes for
any future activities she may assume.

Upon motion of Mr. Williams, duly seconded and carried, it was

Resolved, That the Treasurer be and he hereby is authorized to pay
to the Rev. Harold H. Kelley, Director, the income during the current year
from all Special Relief Funds to be used for the purpose of said Funds.

and carried, this was ordered paid.
Upon motion of Mr. Zabriskie, duly seconded and carried, it was

Resolved, That the Treasurer be and hereby is authorized to draw
from the Bank of New York from time to time and in such amounts as he
in his discretion deems advisable not more than the total sum of
\$20,569.00 to cover the contemplated operating deficit for 1941, and
the Bank of New York be and hereby is authorized to pay to the Treasurer
such amounts, and to charge the same against the principal of the General
Fund (Unrestricted).

authorized.
Upon motion of Mr. Williams, duly seconded and carried, it was

Resolved, That the Treasurer be and hereby is authorized to draw
from the Bank of New York the sum of \$7,310.26 to cover the balance of
the operating deficit for 1940, and to restore to \$10,000.00 his
Revolving Fund, and the Bank of New York be and hereby is authorized to
pay to the Treasurer such amount, and to charge the same against the
principal of the General Fund (Unrestricted).

The Chair then announced the resignation of Miss Clara M. Dibble
as Secretary of the Central Council of Associations, Seamen's Church
Institute of New York, in accordance with the following letter, which,
at his request, was read by the Director:


To the Rev. H. H. Kelley
25 South Street, N. Y.

Dear Mr. Kelley,

Will you please pass on to the Board of Managers of the Seamen's
Church Institute of New York this my resignation as Secretary of the

Central Council of Associations, the same to take effect Jan. 31, 1941.

It has been a privilege to serve the Institute for more than fifteen years - the best years of my life. I am proud and happy to have given my best to a cause so worthy of the best in all of us. For that privilege I thank you and the Board.


Sincerely yours,

(signed) Clara M. Dibble

Jan. 21, 1941.

Upon motion of Mr. Gordon Knox Bell, Chairman of the Seamen's Church Institute Associations, it was

Resolved, That the resignation of Miss Clara M. Dibble be received with regret, and that the Institute tenders her its best wishes for any future activities she may assume.

Mr. Roberts then presented a bill from Mr. Zabriskie for services as Counsel during the year, and upon motion by Mr. Williams, duly seconded and carried, this was ordered paid.

Mr. Zabriskie then reported with regard to the Estate of Annie B. Lowe Dickson, and recommended that the attorney for the residuary legatees be retained.

Upon motion of Mr. Williams, duly seconded and carried, this was authorized.

The Chair then read some extracts from the "Log" of the Welfare Department, on some of which he made interesting comments.

The Director then reported upon the message received from Sir T. Ashley Sparks of the Board and Representative in the U. S. A., British Ministry of Shipping, to the effect that funds had been promised for the equipping and maintenance of a room for British Seamen in the Institute, and that further details would follow.

It was then moved, seconded and carried that such space on the Second Floor of the Annex as might be desired, be assigned without rental charge, for the use of British seamen.

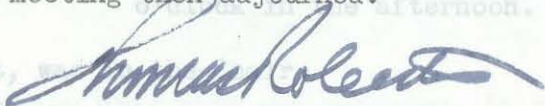
Mr. Forsyth then reported upon the necessary postponement of the Theatre Benefit, due to conditions within the theatrical organization,

and stated that the new date would be announced later.

Mr. Bell then presented by title the report of the Committee on the Seamen's Church Institute Associations, and this was received.

Business being completed, the meeting then adjourned.

Mr. Michalis, the President,



Secretary

Present: Messrs. Aldrich, Bell, Cummings, Darlington,

Despard, Dorrance, Dunlap, Guidan, Hallock, 3d, Michalis, Montgomery, Nashall, Pell, Pitt, Roberts, Rogers, Wainwright, Wheeler, Williams, Winter, Sowing, Jr. and Zabriakia.

Excuses were presented for: Messrs. Belknap, Fleming, Forsyth, Mansfield, Saltzman, Salvage, Schieffelin, Tucker and Warburton.

The meeting was opened with prayer by the Rev. Dr. Pitt.

The Secretary then read the Minutes of the three meetings held on January 23, 1941, namely, of the out-going Board, the Annual meeting of the Corporation and the in-coming, 1941 Board.

The Treasurer then made his report and submitted the Annual audit.

Mr. Pell then read the Report of the Ways and Means Committee which was received, following which Mr. Bell submitted the Report of the Committee on Seamen's Church Institute Associations.

The Chair then presented a recommendation from the Comptroller, approved by the Director, for an appropriation of \$2,000.00 from the General Funds of the Institute to complete the renovating and furnishing of the enlarged rooms on the Eighth Floor of the "Old Building".

Upon motion of Mr. Williams, duly seconded and carried, this was authorized.

The Chair also presented two recommendations of the Director, received from the Chief Engineer:

a. For diverting of the Engine Room exhaust duct from Front Street to Cuyler's Alley, \$125.00.

b. Three galvanized iron ducts in the Boiler Room, \$135.00.

Upon motion of Mr. Bell, duly seconded and carried, this was authorized, the payment to be made from the Repairs and Replacement Fund.

The Chair said there was need of suitable accommodation in New York at reasonable rates for men of the armed forces who were passing through and visiting the Institute that inquiry had been made whether the Institute was to use its facilities.

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on February 27, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

After discussion and upon motion duly made and seconded, it was Present: Messrs. Aldrich, Bell, Bell, Jr., Cummings, Darlington, Despard, Dorrance, Dunlap, Gulden, Hallock, 3d, Michalis, Montgomery, Newhall, Pell, Pitt, Roberts, Rogers, Wainwright, Wheeler, Williams, Winter, Bowring, Jr. and Zabriskie. in the Board's discretion; and further

Resolved, That as a method of cooperating in the present of all branches of the armed forces of the United States, for a to the existing emergency conditions connected with the "National Winter, Bowring, Jr. and Zabriskie. in the Board's discretion; and further

Excuses were presented for: Messrs. Belknap, Fleming, Forsyth, Mansfield, Saltzman, Salvage, Schieffelin, Tucker and Warburton.

Resolved, That such men shall be accepted only after the provided for and to the extent that in the judgment of the Director their charge of the Institute's duty to merchant seamen.

The meeting was opened with prayer by the Rev. Dr. Pitt. The Secretary then read the Minutes of the three meetings held on January 23, 1941, namely, of the out-going Board, the Annual meeting of the Corporation and the in-coming, 1941 Board.

The Director then made his report and read a brief extract from the book just given to the Institute, "Out of the Night" by Jan Valtin, in which reference was made to the Seamen's Church Institutes in the United States and the efforts of extranists to "liquidate" them.

The Treasurer then made his report and submitted the Annual audit. Mr. Pell then read the Report of the Ways and Means Committee which was received, following which Mr. Bell submitted the Report of the Committee on Seamen's Church Institute Associations.

Business being completed, the meeting adjourned. The Chair then presented a recommendation from the Comptroller, approved by the Director, for an appropriation of \$2,000.00 from the General Funds of the Institute to complete the renovating and furnishing of the enlarged rooms on the Eighth Floor of the "Old Building".

Upon motion of Mr. Williams, duly seconded and carried, this was authorized.

The Chair also presented two recommendations of the Director, received from the Chief Engineer:

a. For diverting of the Engine Room exhaust duct from Front Street to Cuyler's Alley, \$125.00.

b. Three galvanized iron ducts in the Boiler Room, \$135.00.

Upon motion of Mr. Bell, duly seconded and carried, this was authorized, the payment to be made from the Repairs and Replacement Fund.

The Chair said there was need of suitable accommodation in New York at reasonable rates for men of the armed forces of the United States who were passing through and visiting the city in increasing numbers and that inquiry had been made whether the Institute would permit such men to use its facilities.

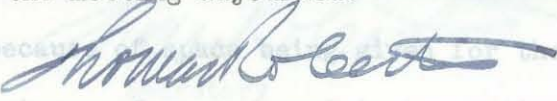
After discussion and upon motion duly made and seconded, it was

Resolved, That as a method of cooperating in the present National Defense effort, the Institute extend its privileges to men of all branches of the armed forces of the United States, for a period no longer than the Board of Managers shall deem appropriate to the existing emergency conditions connected with the National Defense and terminable at any time in the Board's discretion; and further

Resolved, That such men shall be accepted only after the requirements of all eligible merchant seamen shall have been met or provided for and to the extent that in the judgment of the Director their use of the building will not interfere with the full discharge of the Institute's duty to merchant seamen.

The Director then made his report and read a brief extract from the book just given to the Institute, "Out of the Night" by Jan Valtin, in which reference was made to the Seamen's Church Institutes in the United States and the efforts of extremists to "liquidate" them.

Business being completed, the meeting adjourned. Secretary



Secretary

Belgian Room, and urged the importance of appropriate renovation and refurnishing of the smaller space in order to make it entirely comfortable for the licensed officers, chiefly American, who use it as their center. He suggested that \$250.00 be set aside as an addition to the budget for this purpose, and upon motion, duly seconded and carried, this was authorized.

The Chair also called to the attention of the Board the importance of a full and very complete program of entertainment, including one or two additional moving picture films per week, need for this being based in part upon the increased number of seamen drawn to the Institute by the Holland, Belgian and British Rooms, and suggested that \$3,500.00 be appropriated from the Capital Account for this purpose, for 1941.

Upon motion of Mr. Morgan, duly seconded and carried, this was authorized.

The Chair then reported that the John and Mary R. Markle Foundation had allocated \$3,500.00 toward Ear-Nose-Throat Clinics for 1941, this being the custom of previous years. He stated that appreciation was had also Mr. Keller.

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on March 27, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

The Director then made a brief report, stressing the importance of strengthening all of our work for all seamen in the Building Darlington, Despard, Dorrance, Forsyth, Gulden, Michalis, Montgomery, Morgan, Roberts, Warburton and Williams.

Excuses were presented for: Messrs. Bowring, Jr., Fleming, Hamersley, Mansfield, Pitt, Saltzman, Schieffelin, Tucker and Wheeler. He also called to the attention of the Board the need for roof repairs on the residence owned by the Institute at 114 Davis Avenue, Staten Island, New York, this to cost \$425.00.

The meeting was opened with prayer by the Rev. Mr. Dorrance. The Minutes of the meeting of February 27, 1941, were read by the Secretary, and approved.

Upon motion, duly seconded and carried, this was authorized. Business being completed, the meeting adjourned and many of the members of the Board visited the new British Merchant Navy Club Committee, and Mr. Bell, by title, presented the report of the Committee on the Second Floor which had been opened the previous afternoon by Lord Halifax.

The Chair then described the Officers' Room of the Institute which had been reduced in size because of space being given for the Belgian Room, and urged the importance of an appropriate renovation and refurnishing of the smaller space in order to make it entirely comfortable for the licensed officers, chiefly American, who use it as their center. He suggested that \$250.00 be set aside as an addition to the budget for this purpose, and upon motion, duly seconded and carried, this was authorized.

The Chair also called to the attention of the Board the importance of a full and very complete program of entertainment, including one or two additional moving picture films per week, need for this being based in part upon the increased number of seamen drawn to the Institute by the Holland, Belgian and British Rooms, and suggested that \$3,500.00 be appropriated from the Capital Account for this purpose, for 1941.

Upon motion of Mr. Morgan, duly seconded and carried, this was authorized.

The Chair then reported that the John and Mary R. Markle Foundation had allocated \$3,500.00 toward the Institute Eye and Ear-Nose-Throat Clinics for 1941, this being in accordance with their custom of previous years. He stated that he had written a letter of appreciation as had also Mr. Kelley.

Present: Messrs. Bell, Bell, Jr., Bowring, Jr., Burgess, Cummings, Delafield, Forsyth, Gulden, Hallock, 3rd, Low, Mansfield, Michalis, Montgomery, Roberts, Wainwright, Williams, Winter and Zabriskie.

The Director then made a brief report, stressing the importance of strengthening all of our work for all seamen in the Building in order that none may suffer by contrast with the new Rooms established for national groups.

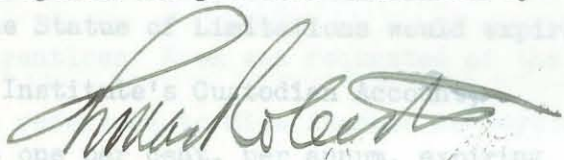
Excuses were presented for: Messrs. Aldrich, Bechtel, Belknap, Darlington, Dorrance, Fleming, Pitt, Saltzman, Schieffelin, Tucker and Warburton.

He also called to the attention of the Board the need for roof repairs on the residence owned by the Institute at 114 Davis Avenue, Staten Island, New York, this to cost \$425.00.

The Meeting was opened with prayer by the Rev. Mr. Burgess. Upon motion, duly seconded and carried, this was authorized.

The Minutes of the meeting of March 27, 1941, were read by Business being completed, the meeting adjourned and many of the members of the Board visited the new British Merchant Navy Club

The Treasurer stated that he had received a letter from the Bank of New York advising that the Status of Lord Halifax would expire shortly on two notes held in the Institute's Custody, No. 32810; namely, \$300,000.00 at one per cent. per annum, expiring April 23, 1941, and \$50,000.00 at one per cent. per annum, expiring May 29, 1941.



Secretary

Upon motion, duly seconded and carried, the renewal of these notes was authorized.

The Chair then told of the receipt of a letter from Mr. Zabriskie, Counsel, with regard to the Estate of Robert J. Gross, Dunkirk, New York, describing an intermediate settlement which had been provisionally approved by the Surrogate, under which the Institute should now be paid fifteen per cent. of its legacy, and asking whether an authorization would be given for him as Counsel to sign a stipulation carrying the settlement into effect. Accordingly the following resolution, duly seconded, was adopted:

The Chair then told of the receipt of a letter from Mr. Zabriskie, Counsel, with regard to the Estate of Robert J. Gross, Dunkirk, New York, describing an intermediate settlement which had been provisionally approved by the Surrogate, under which the Institute should now be paid fifteen per cent. of its legacy, and asking whether an authorization would be given for him as Counsel to sign a stipulation carrying the settlement into effect. Accordingly the following resolution, duly seconded, was adopted:

Resolved, That Mr. Zabriskie be authorized to join in a settlement of the contestant accounting of the Gross Estate upon terms satisfactory prompt payment of fifteen per cent. Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on April 24, 1941, at 1:00 o'clock in the afternoon.

The Chair then called for the Mr. Michalis, the President, was in the Chair. Business Operation. In the absence of Admiral Belknap, Chairman of the Present: Messrs. Bell, Bell, Jr., Bowring, Jr., Burgess, former Committee, his report was read by Mr. Winter of the second Com-Cummings, Delafield, Forsyth, Gulden, Hallock, 3rd, Low, Mansfield, mitted.

Michalis, Montgomery, Roberts, Wainwright, Williams, Winter and

Zabriskie. The report made certain recommendations as to improvements

and renovations within the Institute, and was referred to the Committee

Excuses were presented for: Messrs. Aldrich, Bechtel, Belknap, on Business Operation except for items acted upon as follows:

Darlington, Dorrance, Fleming, Pitt, Saltzman, Schieffelin, Tucker and

1. An employees' loan plan, upon motion, duly seconded and carried, Warburton.

was referred to Messrs. Mansfield and Hallock, 3rd as a special committee

The Meeting was opened with prayer by the Rev. Mr. Burgess.

2. Upon motion of Mr. Forsyth, duly seconded and carried, the sum

The Minutes of the meeting of March 27, 1941, were read by of \$500.00 was also authorized, to be drawn from the Capital Fund, for the Secretary, and approved.

the recently renovated Officers' Room.

The Treasurer stated that he had received a letter from the

3. Upon motion, duly seconded and carried, the financing of the Bank of New York advising that the Statue of Limitations would expire necessary improvements in the Apprentices' Room was requested of the shortly on two notes held in the Institute's Custodian Account, Seamen's Benefit Society, through reference to Miss Augusta de Peyster No. 32810; namely, \$300,000.00 at one per cent. per annum, expiring as Director.

April 23, 1941, and \$50,000.00 at one per cent. per annum, expiring

4. The replacing of the 14-year old meat slicer in the kitchen May 29, 1941.

at a cost of \$465.50, to be paid from the Repairs and Replacement Fund,

Upon motion, duly seconded and carried, the renewal of these was upon motion, duly seconded and carried, authorized. notes was authorized.

Mr. Forsyth, Chairman of the Ways and Means Committee, then

The Chair then told of the receipt of a letter from Mr. Zabriskie, Counsel, with regard to the Estate of Robert J. Gross, Dunkirk, making the Annual Report for 1940. He then described two plans for New York, describing an intermediate settlement which had been provision-raising operating funds:-

allly approved by the Surrogate, under which the Institute should now be

1. The sale of "First Covers", stamps and envelopes to be sold paid fifteen per cent. of its legacy, and asking whether an authorization to philatelists and to be sent on maiden voyages of steamers for can-would be given for him as Counsel to sign a stipulation carrying the collation, and returned to buyers.

settlement into effect. Accordingly the following resolution, duly

2. The sale of miniature ships in bottles to be made by seamen, seconded, was adopted:

and to be sold in collaboration with "Bundles for Britain".

Resolved, That Mr. Zabriskie be authorized to join in a settlement of the contestant accounting of the executors of the Robert J. Gross Estate upon terms satisfactory to him, which should include prompt payment of fifteen per cent. of the Institute's legacy.

The Chair then called for the report of the Joint Meeting of the Religious and Social Service Committee with the Committee on Business Operation. In the absence of Admiral Belknap, Chairman of the former Committee, his report was read by Mr. Winter of the second Committee.

Upon motion of Mr. Williams, seconded by Mr. Gulden, this was authorized as an addition to the budget. The report made certain recommendations as to improvements and renovations within the Institute, and was referred to the Committee on Business Operation except for items acted upon as follows:

1. An employees' loan plan, upon motion, duly seconded and carried, was referred to Messrs. Mansfield and Hallock, 3rd as a special committee.

2. Upon motion of Mr. Forsyth, duly seconded and carried, the sum of \$500.00 was also authorized, to be drawn from the Capital Fund, for the recently renovated Officers' Room.

3. Upon motion, duly seconded and carried, the financing of the necessary improvements in the Apprentices' Room was requested of the Seamen's Benefit Society, through reference to Miss Augusta de Peyster as Director.

4. The replacing of the 14-year old meat slicer in the kitchen at a cost of \$465.50, to be paid from the Repairs and Replacement Fund, was upon motion, duly seconded and carried, authorized.

Mr. Forsyth, Chairman of the Ways and Means Committee, then made his report in which he mentioned and praised the April Lookout containing the Annual Report for 1940. He then described two plans for raising operating funds:

1. The sale of "First Covers", stamps and envelopes to be sold to philatelists and to be sent on maiden voyages of steamers for cancellation, and returned to buyers.

2. The sale of miniature ships in bottles to be made by seamen, and to be sold in collaboration with "Bundles for Britain".

The Chair then mentioned two needs referred to him by the Director -

- a. For additional funds for the distribution of the Institute publicity film, \$250.00.

Upon motion of Mr. Williams, duly seconded and carried, this was authorized as an addition to the budget.

- b. For funds to add four pages to occasional special editions of the Lookout.

Upon motion of Mr. Williams, seconded by Mr. Gulden, this was authorized as an addition to the budget.

The Chair then presented a request of the Director that the usual yearly appropriation of \$250.00 for the National Association of Seamen's Welfare Agencies be granted and expressed his own approval that this be made. By motion, duly seconded and carried, this was authorized.

Mr. Bell, Chairman of the Committee on Seamen's Church Institute Associations, then reported the nomination of Mrs. Grafton Burke by the Central Council of Associations, to be its part-time organizing Secretary. Upon his motion, duly seconded and carried, her appointment was authorized.

Mr. Bell also read a brief report of the Central Council of Associations.

Colonel Wainwright then offered the following resolution, a copy to be sent for binding in the proposed "Bishop's Anniversary Volume", which, seconded by Mr. Bell, was unanimously carried by a rising vote:

WHEREAS, during the coming month there will occur the following anniversaries in the life of the well beloved Bishop of New York, the Right Reverend William T. Manning, D.D., LL.D., D.C.L., namely the twentieth of his consecration as Bishop, the fiftieth of his ordination to the priesthood of the Protestant Episcopal Church, and seventy-fifth of his birth; and further

WHEREAS, while Rector of Trinity Church in the City of New York he was elected and served from 1908 to 1920 as one of the Clerical Vice-Presidents of the Seamen's Church Institute of New York, second oldest of the Diocesan institutions, and upon his elevation to the episcopate became under the constitution of the Institute, and now is, its Honorary President, and during his many years of association with the Institute, has displayed at all times a deep interest in its welfare and an undeviating and active support of its service to seamen of every class; and

WHEREAS, above all we recognize and take just pride in his great and manifold service to the Church, contributing, as he has, to its strength and development in this Diocese, and particularly in the lofty and militantly Christian manner of his conduct of his sacred office, proclaiming, as he has, consistently and courageously, high and uncompromising standards of civic, religious and personal morality and duty, not only for his own flock, but for the people as a whole.

NOW, THEREFORE, be it Resolved, that the Board of Managers of the Seamen's Church Institute of New York, hereby respectfully tender to Bishop Manning their sincere congratulations on his many fruitful years of service to God, the Church and his fellowmen, expressing their reverence and affection, indulging the devout hope and wish that his life may be spared for many future years in peace, health and happiness.

(April 24, 1941) Signed - C. G. Michalis President

Thomas Roberts Secretary
Harold H. Kelley Director

The Chair then stated that the Director had called to his attention the property owned by the Institute at 114 Davis Avenue, Staten Island, occupied for eighteen years by Dr. Mansfield and his family, and rented for nine years as a School, but which had stood vacant since August, 1938. The property had been in the hands of an agent and its sale pushed in every way without results. Virtually now a one-use house and since an opportunity for its rental for a very nominal amount had come to the attention of the Director who also suggested the advantage of its sale for a very small sum, with necessary re-possession protection, the matter was referred to Mr. Forsyth as a committee of one with power to act, upon motion of Mr. Bell, duly seconded and carried.

The Chair then read excerpts from reports of the Welfare Department, including the shipboard visitors.

Mr. Zabriskie then mentioned a small mortgage which the Institute held with the Berkshire Industrial Farm at Rye, New York, the release of which had been requested to enable placement elsewhere at a reduced interest. Since this was agreeable to the Berkshire Industrial Farm, Mr. Zabriskie recommended release by the Institute, and upon motion, duly seconded and carried, this was authorized with necessary authority to Counsel.

The Chair then called upon the Director for his report, stating that the Institute and he were about to be honored by his receiving an

Minutes of the Stated Meeting of the Board of Managers of the Seaman's Church Institute of New York held at 25 South Street New York City, on May 22, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

Present: Messrs. Beattie, Balknap, Bell, Bell, Jr., Bowie, Burgess, Cummings, Darlington, DeLafield, Dorrance, Forsyth, Hallock, Michalis, Morgan, Pitt, Quinn, Markston, Williams and Zerkow.

Business was presented for Messrs. Aldrich, Bernard, Fleming, Field, Stearns and Schreffelin.

Reading was opened with prayer by the Rev. Dr. Harris.

Minutes of the meeting of April 24, 1941 were then read by the Secretary and approved.

The Secretary then presented a letter from J. M. Higgins, the Institute insurance brokers, advising of the expiration of the liability insurance on May 31, and offering a saving of \$438.00 if this insurance is retained for a period of three years. Upon his motion, duly seconded and carried, this change to a three-year basis was authorized.

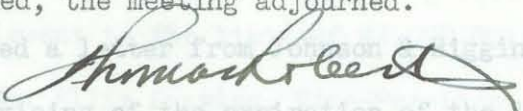
The Report of the Chairman of the Committee on Business Operation was then called for, and in the absence of Mr. Newhall, this was read by the Director, and received.

Mr. Forsyth then presented the financial report of the Ways and Means Committee, adding a statement about the sale of miniature ships-in-bottles for "Bundles for Britain" and the Institute, and the proposed selling or renting of the residence property owned by the Institute at 114 Davis Avenue, Staten Island. On this latter he reported conferences, looking to the possible renting or sale of the property to or through the Rev. Theodore Patton of the Church of the Ascension for school purposes.

He also stated that the Ways and Means Department had reached the need for additional filing card equipment of the type authorized by the board in April, 1939.

He then told of conferences to be held in Washington on Maritime Labor problems which Capt. Morasso of the Institute Staff would attend as an observer, and stated that the Merchant Marine School of the Institute was particularly busy at present in preparing candidates for the Naval Reserve and Coast Guard Reserve examinations. All candidates thus far called up for examination had passed.

Business being completed, the meeting adjourned.



Secretary

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Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on May 22, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

Present: Messrs. Beattie, Belknap, Bell, Bell, Jr., Bowie, Burgess, Cummings, Darlington, Delafield, Dorrance, Forsyth, Hallock, Michalis, Montgomery, Morgan, Pitt, Roberts, Warburton, Williams and Zabriskie.

Excuses were presented for: Messrs. Aldrich, Despard, Fleming, Low, Mansfield, Saltzman and Schieffelin.

The meeting was opened with prayer by the Rev. Dr. Bowie.

The Minutes of the meeting of April 24, 1941 were then read by the Secretary, and approved.

The Secretary then presented a letter from Johnson & Higgins, the Institute insurance brokers, advising of the expiration of the liability insurance on May 31, and offering a saving of \$438.00 if this insurance is retained for a period of three years. Upon his motion, duly seconded and carried, this change to a three-year basis was authorized.

The Report of the Chairman of the Committee on Business Operation was then called for, and in the absence of Mr. Newhall, this was read by the Director, and received.

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He also stated that the Ways and Means Department had reached the need for additional filing card equipment of the type authorized by the Board in April, 1939.

Mark Lead
Secretary

Minutes of the Stated Meeting of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on June 26, 1941.

Upon his motion, duly seconded and carried, \$600.00 was voted for this purpose as an addition to the budget.

For the Seamen's Church Institute Associations Mr. Bell stated that the May meeting would not be held until Wednesday, May 28, and that the report on this would be made at the June meeting of the Board. While the Managers remained standing the Chair announced the death

Mr. Zabriskie, as Counsel, then made a statement with regard to the estate of Olin Scott Roche from which a legacy was paid to the Institute in 1936 and '37, following which litigation had been initiated of Managers of the sudden death on June 22, of Benjamin R. C. Low, involving the testator and the present living executor of his estate.

Two other institutions were involved as legatees, and upon motion of Mr. Beattie, seconded by Mr. Forsyth, Mr. Zabriskie was given authority to make the best possible settlement to the limit of \$2,000.00. Mr. Beattie was present in his attendance at Board meetings and was ever ready to be of service and in maritime affairs, particularly because of the long association of the Institute with the Merchant Marine.

The Chair then mentioned Mr. Ellis Knowles, Vice-President of the Mallory Steamship Company, and Mr. W. Lawrence McLane for possible membership in the Board of Managers. Officers and Men of the Merchant Marine without fervor of battle or Privilege of Race.

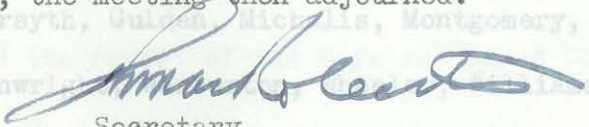
The Rev. Mr. Burgess nominated Mr. Knowles and this was seconded, and Mr. Delafield nominated Mr. McLane, this being also seconded. And were great without glory.

The Chair, in calling for the report of the Director, informed the Board of the honorary degree of Doctor of Divinity which had been conferred upon him by the Church Divinity School of the Pacific, Berkeley, California, whereupon, the congratulations of the Board were extended. His love for the sea and of nature in all of her forms also found the portion of a prayer especially composed and read at his burial.

The Director then spoke particularly of the activity of the Merchant Marine School and showed suggested samples for diplomas, including a drawing submitted by the Hamilton Bank Note Company for lithographing. That in sincere thankfulness for and in memory of the long service of our colleague Benjamin R. C. Low, the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on June 26, 1941.

Upon motion, duly seconded and carried, this was authorized at a cost of \$175.00, Mr. Williams to cooperate with the Director in revising the wording. Present: Messrs. Belknap, Bell, Bell, Jr., Cox, Jr., Darlington, Despero, Dorrance, Fleming, Forsyth, Guller, Hickey, Montgomery, J. Fall, Roberts, Salvage, Wainwright, Winter and Zabriskie.

Business being completed, the meeting then adjourned.


Secretary

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on June 26, 1941, at 1:00 o'clock in the afternoon.

Excuses were presented for: Messrs.

Pitt, Saltzman, Schieffelin and Tucker.

The Minutes of the meeting of May 22, 1941 were then read by the

Secretary, and approved.

Mr. Michalis, the President, was in the Chair, and asked the Rev. Mr. Dorrance to open the meeting with prayer.

While the Managers remained standing the Chair announced the death of Mr. Benjamin R. C. Low, and requested the Director to read the following Resolution which was unanimously adopted:

It is with profound regret that notification is given to the Board of Managers of the sudden death on June 22, of Benjamin R. C. Low, in point of service one of the oldest of their colleagues.

Mr. Low had served continuously as a Manager since 1905, was faithful in his attendance at Board meetings and was ever ready to be of service to the Institute. He had a strong personal interest in seamen and in maritime affairs, particularly because of the long association of his ancestors with the sea. This was well illustrated in his wording of the inscription for the monument to merchant seamen in Jeannette Park, sponsored by the Institute:

In Remembrance of the
Officers and Men of the Merchant Marine
Who, in the World War of 1914-1918,
Without fervor of Battle or Privilege of Fame,
Went down to the Sea and endured all things.

*

They made Victory possible
And were great without glory.

His love for the sea and of nature in all of her forms also found expression in several volumes of poetry, as summed up in the following portion of a prayer especially composed and read at his burial service by the Rev. John H. Chapman:

O Thou Spirit of the Living Lord, in whom is our beginning and our consummation, we offer unto Thee thanksgiving for the life of Thy faithful servant, whom we remember before Thee this day. For his joy in life, his appreciation and creation of beauty, for his loyalty to man and the insight to find in every truant leaf authentic tidings of invisible things, we praise Thy holy name.

Be it, therefore,

Resolved, That in sincere thankfulness for and in memory of the long service of our colleague Benjamin R. C. Low, the Board of Managers of the Seamen's Church Institute of New York expresses its deep sense of loss in his passing, its heartfelt sympathy to the members of his family, and orders a copy of this Resolution be spread on the Minutes of this meeting and a copy be sent to his family.

Present: Messrs. Belknap, Bell, Bell, Jr., Cox, Jr., Darlington,

Despard, Dorrance, Fleming, Forsyth, Gulden, Michalis, Montgomery,

Mr. Forsyth then presented the report of the Ways and Means Committee after which he referred to Winter and Zabriskie.

Excuses were presented for: Messrs. Aldrich, Mansfield, Newhall, Pitt, Saltzman, Schieffelin and Tucker.

The Minutes of the meeting of May 22, 1941 were then read by the Secretary, and approved.

In the absence of Mr. Newhall, Chairman of the Committee on Business Operation, Mr. Winter read the former's report, recommending certain expenditures for improving the Third Floor Reading Room and for other renovating and remodeling within the Building.

One of these items was for ventilation of the Board Room by a special outlet from the ceiling to a nearby existing ventilation duct. In the discussion it was suggested that before this was done consideration be given to the placing of a small ventilator in the upper sash of one of the Board Room windows.

The Chair then recommended that the present Institute station wagon be turned in toward two new Ford station wagons, at a cost of about \$1,636.50.

Upon motion, duly seconded and carried, the sum of \$5,000.00 was allotted from the Unrestricted Funds to cover the station wagons and the items included in Mr. Newhall's report.

The Chair then read part of a letter from Mr. Zabriskie, Counsel, with regard to extra expenditures and time spent on the estates of Robert J. Gross and Dr. Olin Scott Roche.

Upon motion by Mr. Williams, duly seconded and carried, immediate payment of Mr. Zabriskie's bill of \$250.00, was ordered.

Under the heading of Law Committee, the Chair stated to the Board that the ten-year lease with the Government for the Seamen's Institute Branch Post Office would expire, October 1, 1942, and stated that it would be well for the Board to have in mind careful preparations leading to the renewal of the lease by the Government and the continuing of the Post Office Branch on the present very successful plan. Informal discussion followed.

Mr. Forsyth then presented the report of the Ways and Means Committee after which he referred to

In addition a. The progress in the sale of the "Ships in Bottles" in cooperation with "Bundles for Britain". Mr. Williams, duly seconded and carried, b. The sale of the first cover stamps for the S. S. American Leader, from which approximately \$177.00 was cleared. meeting adjourned. c. The recommendation of Miss Candee that a "Trailer" be attached to the Institute publicity film, depicting particularly the work having been done recently in connection with seamen affected by war conditions and hazards.

Upon motion of Mr. Forsyth, duly seconded and carried, the Ways and Means Committee is to study the film lengthening, and was given power to act under an appropriation of \$350.00 therefor.

d. The Fall Theatre Benefit, the play "Macbeth" being recommended, and Tuesday, November 11, being suggested as the date.

Upon motion, duly seconded and carried, this was approved, and details were left to the Ways and Means Committee.

Mr. Forsyth then described proposals received for the sale of the residence owned by the Institute and formerly occupied by Dr. Mansfield, at 114 Davis Avenue, Staten Island.

Upon motion of Mr. Williams, duly seconded and carried, it was

Resolved, That the President and Treasurer of this Corporation, or either of them, be given full power and authority in its name and behalf to enter into a contract for the sale of the real property situated at and known as No. 114 Davis Avenue, West New Brighton, Staten Island, New York, with the buildings and improvements thereon, at a price not less than \$5,700.00 and upon such terms as to payment and otherwise as they or either of them may deem best: and further

Resolved, That the President or any Vice-President and the Secretary or Assistant Secretary be directed and empowered thereafter to execute and deliver, in the name and on behalf of Seamen's Church Institute of New York, any and all such deeds and other instruments as may be necessary or appropriate to the performance of such contract and to carry these resolutions into effect.

The names of Mr. Ellis Knowles and Mr. W. Lawrence McLane, proposed at the May meeting, were then voted upon, and both were unanimously elected members of the Board of Managers.

Mr. Zabriskie then stated that the settlement of a claim against the Institute legacy from the Olin Scott Roche estate required \$321.43

The Chair also explained in addition to the \$2,000.00 authorized at the May meeting of the Board of Managers, and upon motion of Mr. Williams, duly seconded and carried, this was approved.

The Director made a brief report, after which the meeting adjourned. Present: Messrs. Bechtel, Balknap, Bell, Darlington, DeLafield, Despard, Dorrance, Forsyth, Hallock, *James Roberts*, Michalis, Roberts, Wainwright, Warburton Secretary, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Burgess, Cummings, Fleming, Golden, Newhall, Pitt, Saltzman, Salvage, Satterlee, Schieffelin and Tucker.

The meeting was opened with prayer by the Rev. Mr. Dorrance. The Minutes of the meeting of June 26, 1941, were then read by the Secretary, and approved.

The Chair introduced Messrs. Knowles and McLane, newly elected to the Board of Managers.

The Chair then stated the need for certain additional supplies, and that it had been deemed best by himself and the officers of the Institute during the summer to take advantage of the then lower prices and to purchase goods needed for the coming year. He then presented a resume of memoranda which he had received from the Director and the Business Manager, and recommended that funds be appropriated to cover goods already purchased and others to be needed.

Upon motion, duly seconded and carried, this schedule was approved as follows:

From the Repairs and Replacements Fund -		
New air compressor	\$1,117.00	
Laundry presser	1,053.00	
Toaster	180.00	
Repairs to Engine,		
approxinately	<u>1,000.00</u>	\$ 3,350.00
Cash required (For merchandise received or to be delivered before Jan. 1, 1942, to be drawn from General Stores under 1942 Budget)		10,378.68

The Chair also explained the Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on September 25, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair. Present: Messrs. Bechtel, Belknap, Bell, Darlington, Delafield, Despard, Dorrance, Forsyth, Hallock, 3rd, Knowles, McLane, Mansfield, Michalis, Roberts, Wainwright, Warburton, Wheeler, Williams, Winter

Rooms .60 to .70
and Zabriskie. .75 to .85
Officers' Rooms 1.00 to 1.25

Excuses were presented for: Messrs. Burgess, Cummings, Fleming, Gulden, Newhall, Pitt, Saltzman, Salvage, Satterlee, Schieffelin and Institute Associations, which was received. Tucker.

Mr. Zabriskie reported on the sale of the property at 111 Davis Avenue, Staten Island, New York, for the price of \$5,710.00.

The Minutes of the meeting of June 26, 1941, were then read by Mr. Forsyth then proposed for re-election to the Board of the Secretary, and approved.

Mr. Oliver Iselin, whose nomination was seconded for ballot- The Chair introduced Messrs. Knowles and McLane, newly elected ing at the October meeting. to the Board of Managers.

Mr. Mansfield then reported on the matter of loans to Institute employees, and recommended that the present informal plan be and that it had been deemed best by himself and the officers of the continued.

Institute during the summer to take advantage of the then lower prices Upon motion, duly seconded and carried, the report was ac- and to purchase goods needed for the coming year. He then presented

a resume of memoranda which he had received from the Director and the Business Manager, and recommended that funds be appropriated to cover goods already purchased and others to be needed.

There being no further business, the meeting adjourned. Upon motion, duly seconded and carried, this schedule was

approved as follows:

James Robert
Secretary

From the Repairs and Replacements Fund -		
New air compressor	\$1,117.00	
Laundry presser	1,053.00	
Toaster	180.00	
Repairs to Engine,		
approximately	<u>1,000.00</u>	\$ 3,350.00
Cash required (For merchandise received		10,378.68
or to be delivered before		
Jan. 1, 1942, to be drawn		
from General Stores under		
1942 Budget)		

The Chair also explained the need for increasing the wages of 128 Institute employees, particularly porters, mechanics, etc., in general on a flat increase of \$2.00 per week, retroactive to September 4, 1941. This, he stated, could be covered by an increase in room and dormitory rates. Upon motion, duly seconded and carried, the wage in-

crease was authorized, and upon motion duly seconded and carried, the following increases were authorized for dormitory and room rates:

- Dormitory beds from \$.35 to \$.40
- Rooms McLane, Michalis, .60 to .70
- Rooms .75 to .85
- Officers' Rooms, 1.00 to 1.25

Mr. Bell then presented the report of the Seamen's Church Institute Associations, which was received.

Mr. Zabriskie reported on the sale of the property at 114 Davis Avenue, Staten Island, New York, for the price of \$5,710.00.

Mr. Forsyth then proposed for re-election to the Board of Managers, Mr. Oliver Iselin, whose nomination was seconded for balloting at the October meeting.

Mr. Mansfield then reported on the matter of loans to Institute employees, and recommended that the present informal plan be continued.

Upon motion, duly seconded and carried, the report was accepted. two following notes outstanding in the Bank of New York:

The Director then made his report, after which the Chair read some extracts from the daily reports of the Welfare Department.

There being no further business, the meeting adjourned.

Amos Roberts
Secretary

It was explained that the existing scale of loans from the Credit Bureau be authorized for continuance through the remaining months of the year.

It was explained that the special conditions of the year had caused an increase in loan applications and also a great increase in repayments and that the loans were less in the nature of relief and more for the benefit of seamen employed or about to be employed.

Upon motion of Mr. Williams, duly seconded and carried, this was authorized.

Mr. Newhall, as Chairman of the Committee on Business Operation, made a report on the progress and improvement of the building and equipment, which was received and approved. The Chair then stated that he had received the Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on October 23, 1941, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

Present: Messrs. Bell, Bell, Jr., Bowring, Jr., Burgess, Cox, Jr., Darlington, Dunlap, Fleming, Forsyth, Hallock, 3rd, Hamersley, Knowles, McLane, Michalis, Montgomery, Newhall, Roberts, Vietor, Wainwright, Warburton, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Aldrich, Brooks, Cummings, Despard, Gulden, Mansfield, Saltzman, Schieffelin and Tucker.

The meeting was opened with prayer by the Rev. Dr. Fleming.

The Minutes of the meeting of September 25, 1941 were then read by the Secretary, and approved.

The Chair then made a brief statement regarding the visit to the Institute and to the British Room on October 22, of the Duke and Duchess of Windsor and their enthusiastic approval of the work being done throughout the Building for merchant seamen and particularly for the British.

The Treasurer then requested authorization for the renewal of the two following notes outstanding in the Bank of New York:

- \$325,000. due November 21, 1941
- \$ 50,000. due December 26, 1941

This, upon motion duly seconded and carried, was authorized.

In the absence of Admiral Belknap, the Director read the report of the Religious and Social Service Committee which included the recommendation that the existing scale of loans from the Credit Bureau be authorized for continuance through the remaining months of the year.

It was explained that the special conditions of the year had caused an increase in loan applications and also a great increase in repayments and that the loans were less in the nature of relief and more for the benefit of seamen employed or about to be employed.

Upon motion of Mr. Williams, duly seconded and carried, this was authorized.

The business being completed, the meeting then adjourned.


Secretary

Mr. Newhall, as Chairman of the Committee on Business Operation, made a report on the progress and improvements in the Institute fabric and equipment, which was received and filed.

The Chair then stated that he approved of a request from the Director for \$283.50 for 5,000 celluloid covers for seamen's Social Security cards, and recommended authorization by the Board.

Upon motion of Mr. Williams, duly seconded and carried, this was given.

Mr. Hamersley then read the report of the Merchant Marine School submitted to him by Capt. Huntington. This was received.

Mr. Hamersley stated also that Capt. Huntington had just returned to the Institute after an illness, and the Director was requested to convey the greetings and good wishes of the Board to him.

Mr. Forsyth then presented the report of the Ways and Means Committee with special emphasis on the Theatre Benefit, "Macbeth", to be given November 17.

Mr. Bell then presented by title the report of the Seamen's Church Institute Associations, which was received and filed.

The name of Mr. Oliver Iselin who had been nominated for membership at the September meeting, was then presented and Mr. Iselin was unanimously elected to membership on the Board of Managers.

The Chair then presented a memorandum from the Director, requesting \$600.00 additional toward the cost of the new Paint Shop to be erected on the roof. This was to provide for certain steel work required by the Building Department.

Upon motion, duly seconded and carried, this was authorized.

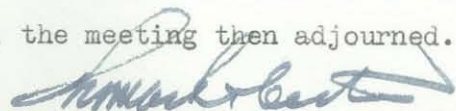
The Director then made his report.

The Chair read extracts from the reports of the Welfare Department.

Mr. Williams then asked the assistance of any of the members of the Board in saving used American stamps taken from mail received, stating that he wished to send these to England for the extraction of dyes.

Mr. Forsyth, Chairman of the Ways and Means Committee, made his report.

The business being completed, the meeting then adjourned.


Secretary

He then read an extract from the Minutes of the meeting of
October 24, 1940, in relation to the Board of Managers of the
Institute Officers were authorized to York, held at 25 South Street,
Christmas celebrations, the expense to at 1:00 o'clock in the afternoon.

Operating Mr. Michalis, the President, was in the Chair. the Holiday appeal.

He moved Present: Messrs. Bechtel, Bell, Bell, Jr., Darlington, Despard,
Fleming, Forsyth, Gulden, Hallock, 3rd, Knowles, McLane, Mansfield,
Michalis, Montgomery, Newhall, Roberts, Salvage, Satterlee, Warburton,
Williams, Winter, Zabriskie and Mr. Iselin who had been re-elected to
Board on October 23, 1941. November 25, 1941.

Excuses were presented for: Messrs. Belknap, Cummings, Morgan,
Dear Mr. Michalis:
Saltzman and Schieffelin.

I tender you herewith my resignation as Chairman of the Com-
mittee on Trust Funds. The meeting was opened with prayer by the Rev. Dr. Fleming. I
have been called to duty in the U. S. Naval Reserve, and in view of
that fact the Minutes of the meeting of October 23, 1941 were read by
the Secretary, and approved.

Very sincerely yours,

Following the report and recommendation of the Treasurer, and
(signed) Junius S. Morgan

upon motion of Mr. Williams, which was duly seconded and carried, it
was
74 Wall Street

Resolved, That the Treasurer be authorized to transfer all of
the assets, consisting of cash and securities, now in the New Building
Fund to the Committee on Trust Funds, and that the New Building Fund
Account be closed.

In the absence of and at the request of Admiral Belknap, Chairman
of this Committee.

of the Committee on Religious and Social Service Work, the Director read
a brief statement of the activities of the Welfare Department since the
Associations, which was approved.

last Board Meeting.

Mr. Newhall, as Chairman of the Committee on Business Operation,
then read a statement about recent improvements in the building and
equipment.

Mr. Despard of the Committee on Special Services to Seamen,
in the absence of Mr. Hamersley, its Chairman, read a statement about
the Department of Education, showing the work of the Merchant Marine
School and the Library in recent weeks.


Secretary

These statements were received.

Mr. Forsyth, Chairman of the Ways and Means Committee, made his
report.

He then read an extract from the Minutes of the meeting of October 24, 1940, in relation to the Holiday Fund, at which time the Institute Officers were authorized to proceed with the Thanksgiving and Christmas celebrations, the expense to be taken from the Institute Operating Account if insufficient funds were raised by the Holiday appeal.

Mr. Michalis, the President, was in the Chair. He moved that the same plan be followed for 1941, and being seconded by Mr. Bell, the motion was carried.

Under Trust Funds, the Chair then read the following letter from Mr. Junius S. Morgan:

Excuses were presented for: Messrs. Morgan, Pitt, Saltzman, 23 Wall Street November 25, 1941. New York, Satterlee, Wainwright, Wheeler, Schiavellin and Zabriskie.

Dear Mr. Michalis: I tender you herewith my resignation as Chairman of the Committee on Trust Funds of the Seamen's Church Institute of New York. I have been called to duty in the U. S. Naval Reserve, and in view of that fact it will not be possible for me to discharge the responsibilities involved in remaining as Chairman of the Committee on Trust Funds.

Very sincerely yours,

(signed) Junius S. Morgan
Resolved, That the Committee on Trust Funds be, and hereby are authorized to make such necessary Clarence G. Michalis, Esq., President, Seamen's Church Institute of New York 74 Wall Street New York City 1941.

The resignation was accepted with regret, and a motion made that Mr. Morgan be thanked for his very efficient services as Chairman of this Committee.

Mr. Bell then read the report of the Seamen's Church Institute Associations, which was approved.

Upon motion, duly seconded and carried, the third Thursday of December was set for the Board meeting to avoid a conflict with Christmas.

The Director then made a brief report after which the Chair read excerpts from the reports of the Ship Visitors, the Welfare Department, etc. There being no further business, the meeting adjourned.

The Treasurer presented the bill, \$1,688.01, and the payment of this, upon Secretary Mr. Williams, duly seconded and carried, was authorized.

The Chair then appointed the Nominating Committee, Chairman, Mr. select additional members.

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on December 18, 1941, at 1:00 o'clock in the afternoon.

Auditing Committee, Messrs. Hallock and McLane.

Mr. Michalis, the President, was in the Chair.

The Director then made a brief report, after which the Present: Messrs. Belknap, Burgess, Forsyth, Gulden, President, as Chairman of the Executive Committee sitting as the Budget Hallock, 3rd, Knowles, McLane, Michalis, Montgomery, Newhall, Roberts, Committee, presented the Budget for 1942 as approved and recommended by Warburton and Williams.

this Committee, with a possible deficit of \$9,974.00 for the year 1942.

Excuses were presented for: Messrs. Morgan, Pitt, Saltzman, Upon motion of Mr. Gulden, seconded by Mr. McLane, this Darlington, Satterlee, Wainwright, Wheeler, Schieffelin and Zabriskie. Budget was authorized.

The Minutes of the Meeting of November 27, 1941, were read Business being completed, the meeting then adjourned. by the Secretary, and approved.

The President stated that it was customary to make a payment on the Building debt of the Institute, and upon motion of Mr. Williams, seconded by Mr. Forsyth, it was

Resolved, That the Treasurer and the Committee on Trust Funds be, and hereby are authorized to make such necessary arrangements, including if necessary the sale of securities, to pay to the Bank of New York the sum of \$15,000.00 toward the reduction of the note for \$265,000.00, held by the Bank, before December 31, 1941.

Mr. Newhall, as Chairman of the Committee on Business Operation, presented a report recommending reimbursement for fire losses in the amount of \$494.99, on contents of the Building, from the Institute's Self Insurance Fund. Upon motion, seconded by Mr. Gulden, this was authorized.

Mr. Forsyth then presented the report of the Ways and Means Committee, showing that the Committee to date was ahead of its budget in fund-raising.

Mr. Bell, as Chairman of the Committee on Seamen's Church Institute Associations, presented his report, and this like Mr. Forsyth's was received.

The Treasurer presented the bill of Mr. Zabriskie, as Counsel, \$1,688.01, and the payment of this, upon motion of Mr. Williams, duly seconded and carried, was authorized.

Minutes of a Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York City, held at 25 South Street, New York City, on January 22, 1942, at 1:00 o'clock in the after-

The Chair then appointed Committees as follows:
Nominating Committee, Chairman, Mr. Forsyth, with authority to select additional members.

Auditing Committee, Messrs. Hallock and McLane.

Mr. The Director then made a brief report, after which the President, as Chairman of the Executive Committee sitting as the Budget Committee, presented the Budget for 1942 as approved and recommended by this Committee, with a possible deficit of \$9,974.00 for the year 1942. Upon motion of Mr. Gulden, seconded by Mr. McLane, this Budget was authorized.

Business being completed, the meeting then adjourned. Newhall, Saltzman, Satterlee, Schieffelin, Wheeler and six Suffragan Bishops Gilbert and Ludlow, ex officio members Secretary



The meeting was opened with prayer by the Rev. Dr. Pitt.

The Minutes for the meeting of December 18, 1941, were read and approved.

The Annual Report of the Director was then called for and offered, whereupon, on motion of Mr. Roberts, duly seconded and carried, it was

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

The business being completed, the meeting, the final of the outgoing Board, was adjourned.


Secretary

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

Minutes of a Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, final, 1941 Board, held at 25 South Street, New York City, on January 22, 1942, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair.

Present: Messrs. Bechtel, Belknap, Bell, Bell, Jr., Bowring, Jr., Burgess, Cox, Jr., Delafield, Despard, Dorrance, Fales, Forsyth, Hallock, 3rd, Iselin, Knowles, McLane, Mansfield, Michalis, Montgomery, Pitt, Roberts, Salvage, Wainwright, Warburton, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Darlington, Morgan, Newhall, Saltzman, Satterlee, Schieffelin, Wheeler and also Suffragan Bishops Gilbert and Ludlow, ex officio members of the Corporation.

The meeting was opened with prayer by the Rev. Dr. Pitt. The Minutes for the meeting of December 18, 1941, were read and approved.

The Annual Report of the Director was then called for and offered, whereupon, on motion of Mr. Roberts, duly seconded and carried, it was

Resolved, That the Annual Report of the Director be adopted as the Report of the Board of Managers, and as such be presented at the Annual Meeting of the Institute.

The business being completed, the meeting, the final of the outgoing Board, was adjourned.



Secretary

Mr. Fales then presented the Annual Report of the Committee on Trust Funds, which, upon motion duly seconded and carried, was received and placed on file.

Mr. Forsyth then made the Annual Report of the Ways and Means Committee, which, upon motion duly seconded and carried, was received.

Mr. Forsyth, as Chairman of the Committee on Nominations, then placed in nomination the following as the members of the Board of Managers:

Rev. Donald B. Aldrich, D.D., Henry McComb Bangs, Edward J. Barber, and the Rev. Charles R. Beattie, Edwin De T. Bechtelar, Rear Admiral Reginald R. Belknap, Gordon Knox Bell, Gordon Knox Bell, Jr., Rev. W. Russell Bowie, D.D., Charles W. Bowring, Jr.

Minutes of the Ninety-seventh Annual meeting of the Corporation, Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 22, 1942, at 1:10 in the afternoon (immediately following the meeting of the Out-going Board of Managers).

Mr. Michalis, the President, occupied the Chair.

The attendance was identical with that of the Stated Meeting immediately preceding.

The Director read his Annual Report which had been presented at the preceding closing meeting of the out-going Board, and adopted as the report of the Board of Managers.

On motion of Mr. Roberts, duly seconded and carried, it was

Resolved, That the Report of the Director be accepted and referred to the new Board of Managers for publication, with authority to make necessary changes, and that a Committee therefor be appointed by the Chair.

Upon motion of the Reverend Mr. Dorrance, duly seconded and carried, it was

Resolved, That the Board of Managers notes with pleasure the high commendation of the employed Staff of the Institute expressed in the 1941 report of the Director, and hereby requests the Director to convey its greetings to the Staff and its sincere appreciation of their continued devotion and effectiveness.

The Annual Report of Mr. Roberts, as Treasurer, was then presented, which, upon motion of Mr. McLane seconded by Mr. Burgess, was received and filed.

Mr. Fales then presented the Annual Report of the Committee on Trust Funds, which, upon motion duly seconded and carried, was received and placed on file.

Mr. Forsyth then made the Annual Report of the Ways and Means Committee, which, upon motion duly seconded and carried, was received.

Mr. Forsyth, as Chairman of the Committee on Nominations, then placed in nomination the following as the members of the Board of Managers:

- Ernest E. Wheeler
- William Williams
- Orme Wilson
- William D. Winter
- George Gray Zabriskie
- John Masfield, Honorary

Rev. Donald B. Aldrich, D.D. duly seconded and carried, these
 Henry McComb Bangs
 Edward J. Barber
 Charles R. Beattie
 Edwin De T. Bechtel
 Rear Admiral Reginald R. Belknap, U.S.N., Ret.
 Gordon Knox Bell placed in nomination the following as Officers for
 Gordon Knox Bell, Jr.
 Rev. W. Russell Bowie, D.D.
 Charles W. Bowring, Jr.
 Rev. Roelif H. Brooks, D.D.
 Edwin A. S. Brown T. Manning, D.D., LL.D., D.C.L. (ex officio)
 Rev. Frederick Burgess
 D. Farley Cox, Jr.

Lay Officers

Frederick A. Cummings	President
Joseph H. Darlington	Vice-President
Frederick P. Delafield	Vice-President
Clement L. Despard	Vice-President
Rev. Samuel M. Dorrance	Vice President
Charles E. Dunlap	Secretary and Treasurer
Snowden A. Fahnestock	
De Coursey Fales	Clerical Vice-Presidents
Rev. Frederic S. Fleming, D.D.	Rev. Roelif H. Brooks, S.T.D.
Harry Forsyth	Rev. Frederick Burgess
Frank Gulden	Rev. Samuel M. Dorrance
Charles S. Haight, Jr.	Rev. Frederic S. Fleming, D.D.
Gerard Hallock, 3rd	Rev. Louis W. Pitt, D.D.

Hon. Augustus N. Hand relinquished the Chair to Mr. Williams, and upon
 Oliver Iselin

John Ellis Knowles seconded and carried, the Officers as nominated
 Louis B. McCagg, Jr.

W. Lawrence McLane single ballot authorized to be cast by the
 Rt. Rev. William T. Manning, D.D.

Richard H. Mansfield
 Clarence G. Michalis
 George P. Montgomery assumed the Chair.
 Junius S. Morgan

Morton L. Newhall completed, the Annual Meeting of the Corporation was
 Harris C. Parsons

John H. G. Pell
 Rev. Louis W. Pitt, D.D.
 Franklin Remington



Secretary

Thomas Roberts
 John S. Rogers, Jr.
 Franklin D. Roosevelt
 Charles E. Saltzman
 Sir Samuel A. Salvage
 Herbert L. Satterlee
 John Jay Schieffelin
 Thomas A. Scott
 Sir T. Ashley Sparks
 Rt. Rev. Ernest M. Stires, D.D.
 Carll Tucker
 Alexander O. Viotor
 Colonel J. Mayhew Wainwright
 Frank W. Warburton
 Rt. Rev. Benjamin M. Washburn, D.D.
 Ernest E. Wheeler
 William Williams
 Orme Wilson
 William D. Winter
 George Gray Zabriskie
 John Masfield, Honorary

Upon motion of Mr. Williams, duly seconded and carried, these nominations were received, and the Secretary was authorized to cast one electing ballot, which was done.

Mr. Forsyth then placed in nomination the following as Officers for the new year:

Honorary President of the Corporation.

Rt. Rev. William T. Manning, D.D., LL.D., D.C.L. (ex officio)

Mr. Michalis, the President, occupied the Chair.

Lay Officers

Clarence G. Michalis	President
Herbert L. Satterlee	Vice-President
Franklin D. Roosevelt	Vice-President
Orme Wilson	Vice-President
Harry Forsyth Roberts	Vice President
Thomas Roberts	Secretary and Treasurer

Resolved, That the By-Laws of the last Board of Managers of the Seamen's Church Institute Clerical Vice-Presidents

Rt. Rev. Ernest M. Stires, D.D.	Rev. Roelif H. Brooks, S.T.D.
Rt. Rev. Benjamin M. Washburn, D.D.	Rev. Frederick Burgess
Rev. Donald B. Aldrich, D.D.	Rev. Samuel M. Dorrance
Rev. W. Russell Bowie, D.D.	Rev. Frederic S. Fleming, D.D.
Rev. Louis W. Pitt, D.D.	

Mr. Michalis then relinquished the Chair to Mr. Williams, and upon motion of Mr. Fales, duly seconded and carried, the Officers as nominated were elected through a single ballot authorized to be cast by the Secretary.

Mr. Michalis then resumed the Chair.

Business being completed, the Annual Meeting of the Corporation was adjourned.

Religious and Social Service Work

Rear Admiral Reginald R. Belknap	Ellis Knowles
Rev. Frederick Burgess	Frank Guldén
	Secretary

Committee on Business Operation

Morton L. Newhall, 1 Broadway, Chairman	Richard H. Mansfield
Joseph H. Darlington	Thomas Roberts
Gerard Hallock, 3rd	William D. Winter
Charles R. Beattie	

Special Services to Seamen

Clement L. Despard, 1 Cedar Street, Chairman	Joseph H. Darlington
Rear Admiral Reginald R. Belknap	Charles W. Bowring, Jr.
Gordon Knox Bell, Jr.	
Frank W. Warburton	

Law Committee

J. Mayhew Wainwright, 72 Wall Street, Chairman	William Williams
Edwin De T. Bechtel	George Gray Zabriskie
De Coursey Fales	

Business being completed, the meeting adjourned.

Ways and Means

Harry Forsyth, 155 John Street, Chairman
Frederick P. Delafield
W. Lawrence McLane

Minutes of the Stated Meeting of the In-coming Board of Managers of 1942 of the Seamen's Church Institute of New York, held at 25, South Street, New York City, on January 22, 1942, at 1:35 in the afternoon, immediately after the adjournment of the Annual Meeting of the Corporation.

De Coursey Fales, 280 Fourth Avenue
George P. Montgomery
Charles E. Dunlap

Seamen's Church Institute

Gordon Knox Bell, 22 Exchange Place, Chairman
Mr. Michalis, the President, occupied the Chair.

The attendance was identical with that of the meeting of the Corporation, immediately preceding.

Upon motion of Mr. Roberts, duly seconded and carried, it was

Resolved, That the By-Laws of the last Board of Managers of the Seamen's Church Institute of New York be and are hereby adopted as the By-Laws of the present Board.

Mr. Forsyth, as Chairman of the Nominating Committee then nominated to the Rev. Harold H. Kelley, Director, the income during the current the following Committee members:

Executive

Clarence G. Michalis, 74 Wall Street, Chairman
Gordon Knox Bell, 22 Exchange Place
Reginald R. Belknap, 5 Chelsea Square
Clement L. Despard, 1 Cedar Street
Charles E. Dunlap, 1 Broadway
Harry Forsyth, 155 John Street
De Coursey Fales, 280 Fourth Avenue
Morton L. Newhall, 1 Broadway
Thomas Roberts, 63 Wall Street
Herbert L. Satterlee, 49 Wall Street
J. Mayhew Wainwright, 72 Wall Street

Religious and Social Service Work and approved by the Rear Admiral Reginald R. Belknap, 5 Chelsea Square, Chairman
Rev. Frederick Burgess, \$6,617.62, who Ellis Knowles, duly
Frank Gulden

seconded and carried, was authorized.

Committee on Business Operation

Morton L. Newhall, 1 Broadway, Chairman
Joseph H. Darlington
Gerard Hallock, 3rd
Charles R. Beattie
Richard H. Mansfield
Thomas Roberts
William D. Winter

Resolved, That subject to the approval of the President of the Board, a Chart Room be built Special Services to Seamen on the roof of the Institute
Clement L. Despard, 1 Cedar Street, Chairman
Rear Admiral Reginald R. Belknap
Joseph H. Darlington
Gordon Knox Bell, Jr.
Charles W. Bowring, Jr.
Mr. Bell then presented Frank W. Warburton

Seamen's Church Institute Association Law Committee

J. Mayhew Wainwright, 72 Wall Street, Chairman
Edwin De T. Bechtel
De Coursey Fales
William Williams
George Gray Zabriskie

Business being completed, the meeting adjourned.

Secretary

Ways and Means

Harry Forsyth, 155 John Street, Chairman	
Frederick P. Delafield	John H. G. Pell
W. Lawrence McLane	John J. Schieffelin

Trust Funds

De Coursey Fales, 280 Fourth Avenue, Chairman	
George P. Montgomery	Harry Forsyth
Charles E. Dunlap	Thomas Roberts

Seamen's Church Institute Associations

Gordon Knox Bell, 22 Exchange Place, Chairman	
D. Farley Cox, Jr.	Oliver Iselin

Upon motion of Mr. Bell, Jr., duly seconded and carried, the report of the Nominating Committee was accepted, and the Secretary was authorized to cast a single ballot, whereupon, those nominated were declared elected.

Upon motion of Mr. Roberts, seconded by Mr. Williams, it was

Resolved, That the Treasurer be and he hereby is authorized to pay to the Rev. Harold H. Kelley, Director, the income during the current year from all Special Relief Funds to be used for the purpose of said Funds.

Upon motion of Mr. Roberts, seconded by Mr. Williams, it was

Resolved, That the Treasurer be and hereby is authorized to draw from the Bank of New York from time to time and in such amounts as he in his discretion deems advisable not more than the total sum of \$9,974.00 to cover the contemplated operating deficit for 1942, and the Bank of New York be and hereby is authorized to pay to the Treasurer such amounts, and to charge the same against the principal of the General Fund (Unrestricted).

The Chair then presented a schedule of needed improvements for the Building and equipment, prepared by the Comptroller and approved by the Director, at a total cost of \$6,617.62, which, upon motion, duly seconded and carried, was authorized.

At the suggestion of the Director, and upon motion duly made, seconded and carried, it was

Resolved, That subject to the approval of the President of the Board, a Chart Room be built adjoining the Pilot House on the roof of the Institute at a cost of approximately \$2,500.00, this to be charged against the Department of Education.

Mr. Bell then presented by title the report of the Committee on Seamen's Church Institute Associations, which upon motion, duly seconded and carried, was received.

Business being completed, the meeting adjourned.

Thomas Roberts
Secretary

Mr. Forsyth then presented the report of the Ways and Means

Committee which was received, and then wider distribution of the Seamen's Church and recommended and moved that an appropriation be made to enable this. The motion was duly seconded and carried.

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on February 26, 1942, at 1:00 o'clock in the afternoon.

Mr. Michalis presiding, requested Dr. Aldrich to open the meeting with prayer.

Benefit, including possibly the comedy, "The Village Green", by the Comedy Club, or "A Kiss for Cinderella".

Present: Messrs. Bell, Delafield, Dorrance, Forsyth, Gulden, Iselin, Mansfield, Michalis, Montgomery, Newhall, Roberts, Wainwright, Warburton, Wheeler, Williams and Zabriskie.

Church Institute Associations. This was received and filed.

Excuses were presented for: Messrs. Beattie, Cummings, Darlington, Despard, Fleming, Knowles, McLane, Saltzman, Satterlee and Schieffelin.

The Minutes of the Meetings for January 22, 1942, namely, for the final Meeting of the 1941 Board, the Annual Meeting of the Corporation and the initial Meeting of the 1942 Board, were then read and approved. The Chair then presented a memorandum from the Comptroller, urging the importance of a new refrigerator for the Institute kitchen at a cost of \$1,806.00, and a new Hobart mixing machine for dough, at a cost of \$1,025.00.

The Secretary then presented a letter of resignation from Mr. William F. Whitehouse who stated his inability to attend meetings of the Board of Managers, due in part to his absence in Florida, and expressed his regret that this action was necessary.

The Chair then presented a memorandum from the Director with regard to the following needed improvements in the Auditorium:

Upon motion of Mr. Wheeler, duly seconded and carried, the resignation of Mr. Whitehouse was accepted with regret.

The Chair then called to the attention of the Board the death of Mr. Henry McComb Bangs, whereupon the following resolution, duly offered, seconded and carried, was adopted:

Resolved, That the Board of Managers hereby express their thankfulness for the life and philanthropic service of their colleague, Henry McComb Bangs, their sincere regret because of his death and that their sympathy be expressed to his family.

Resolved, That this resolution be recorded in the Minutes of this meeting and a copy sent to his family.

Mr. Forsyth then presented the report of the Ways and Means

of this more comprehensive plan, -2- upon motion of Colonel Wainwright, Committee which was received, and then stressed the importance of a wider distribution of the Seamen's Church Institute publicity film, and recommended and moved that an appropriation of \$500.00 be made to enable this. The motion was duly seconded and carried.

He then stated that consideration was being given to a theatre Benefit, including possibly the comedy, "The Village Green", by the Comedy Club, or "A Kiss for Cinderella".

Mr. Bell then presented the report of the Committee on Seamen's Church Institute Associations. This was received and filed.

The Chair then stated that mimeographed copies of the report of the Director were available on the table for those desiring copies.

The Chair then presented a memorandum from the Comptroller, urging the importance of a new refrigerator for the Institute kitchen at a cost of \$1,806.00, and a new Hobart mixing machine for dough, at a cost of \$1,025.00.

Upon motion by Mr. Williams, seconded by Mr. Zabriskie, the purchase of these was authorized, to be charged to Operations.

The Chair then presented a memorandum from the Director with regard to the following needed improvements in the Auditorium:

New horn for moving picture sound system	\$650.00
Vacuum brushing of walls, ceiling and ventilation ducts	235.00
New dust-filter screens for Auditorium ventilation system	300.00

and stated because of the emergency he had authorized immediate action.

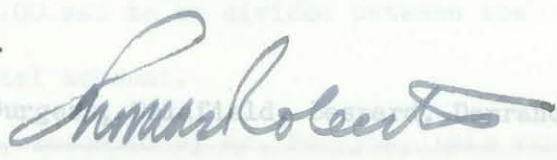
Upon motion of Mr. Williams, seconded by Mr. Iselin, the action of the Chair was ratified.

The Chair then described to the Board the greatly increased program of the Institute Merchant Marine School and the need for enlarged space. He then reminded the Board of the resolution adopted at the January meeting, calling for a moderate enlargement of the School Pilot House on the roof, and stated that he felt a much larger and more nautical structure should be provided. For this he called the attention of the Board to the plaster model which was in accord with his recommendations and which was further described by the Director, the cost to be approximately \$7,500.00. The Chair urged the approval

of this more comprehensive plan, and upon motion of Colonel Wainwright, seconded by Mr. Gulden, the construction was authorized, the cost to be met from the funds of the Department of Education.

The Director then made a brief oral report, the Chair read extracts from the reports of the Welfare Department, and business being completed, the meeting adjourned.

Present: Messrs. Bell, Burgess, Forsyth, Gulden, Hallock, 3rd, Iselin, Kn...



Secretary

Excuses were presented for: Messrs. Darlington, Fleming, Mansfield, McLane, Newhall, Pitt, Salzman, Schieffelin and Zabriskie.

The Minutes of the February meeting were then read and approved.

In the absence of Admiral Belknap, Chairman of the Committee on Religious and Social Service work, the Director reported the offer of a mural painting to be done and given by Mr. and Mrs. George Stonehill.

These, he stated, were personal friends of the Admiral and it was through them that their offer had come. The plan of a mural, a pictorial map of the world, to go on the east wall of the Apprentices' Room, was discussed at a luncheon conference which was attended by Mr. Michalis, Admiral Belknap, the Director, Messrs. Westerman and Frey of the Staff and Mr. and Mrs. Stonehill. The drawing which they had submitted was shown to the Board, and upon motion, duly seconded and carried, the mural was accepted and the work authorized.

Mr. Forsyth then presented the report of the Ways and Means Committee and also of the Theatre Benefit to be given at the Heckscher Theatre, the Play, Village Green, by the Amateur Comedy Club on April 7.

Mr. Roberts then reported for the Committee on Trust Funds with regard to an offer for the purchase of a mortgage on the premises at 17 Baxter Street in accordance with a letter of March 17 from The New York Trust Company.

Upon motion of Mr. Bell, seconded by the Rev. Mr. Burgess, Mr. Forsyth and Mr. Roberts were given power to act in the matter.