

The Chair then presented a ~~summary~~ 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 26, 1942, at 1:00 o'clock in the afternoon. The amount for the Board Room, \$168.00, was to be charged to the Institute account while the balance of \$973.00 was to be divided between the Merchant Marine School and the Hotel account.

Present: Messrs. Bell, Burgess, Delafield, Despard, Dorrance, Forsyth, Gulden, Hallock, 3rd, Iselin, Knowles, Michalis, Montgomery, Roberts, Warburton and Williams.

The Chair then told of a gift of \$1,500.00 from The Life Saving Excuses were presented for: Messrs. Darlington, Fleming, Mansfield, McLane, Newhall, Pitt, Saltzman, Schieffelin and Zabriskie. acknowledged both by himself and the Director.

The Minutes of the February meeting were then read and approved. Upon motion of Mr. Knowles, duly seconded and carried, the Secretary was requested to convey the formal thanks of the Board.

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. At the suggestion of the Chair, and upon motion duly made, seconded and carried, this amount was divided as follows:

These, he stated, were personal friends of the Admiral and it was through him 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

General Medical Clinic	\$500.00
Director's Discretionary Fund	500.00

The Chair then requested ratification of an authorization which at a luncheon conference which was attended by Mr. Michalis, Admiral Belknap, the Director, Messrs. Westerman and Frey of the Staff and the Apprentices' Room, at a cost of \$525.00, this to be charged against 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 credited to Entertainment, to be applied toward the cost. accepted and the work authorized.

The Chair then made a statement with regard to the Staff salaries and the pressure which Institute employees are feeling because of the increased cost of living, and stated he strongly felt that a Theatre, the Play, Village Green, by the Amateur Comedy Club on April 7. plan of adjusted compensation should be adopted. He then presented

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. the most satisfactory of which called for an adjustment on the basis of six per cent. of the yearly salary, to be paid quarterly to employees who have been employed for the full quarter, the minimum adjustment to be at

Upon motion of Mr. Bell, seconded by the Rev. Mr. Burgess, \$1.00 per week and the maximum to be \$45.00 per quarter, this being on Mr. Forsyth and Mr. Roberts were given power to act in the matter. the basis of six per cent. on the first three thousand dollars of any salary.

The Chair then presented a memorandum from the Director with regard to the ventilation of the Merchant Marine School, the Fifth Floor

Dormitories and the Board Room, the total cost to be \$1,141.00. The

amount for the Board Room, \$168.00, was to be charged to the Institute contribution of the Institute to the National Association of Seamen's account while the balance of \$973.00 was to be divided between the

Merchant Marine School and the Hotel account.

Upon motion of Mr. Gulden, seconded by Mr. Forsyth, this was approved.

The Chair then told of a gift of \$1,500.00 from The Life Saving Mr. Gerald A. Bramwell. This was seconded by Mr. Bell and referred to Benevolent Association to the work of the Institute, which had been

acknowledged both by himself and the Director.

Upon motion of Mr. Knowles, duly seconded and carried, the Secretary was requested to convey the formal thanks of the Board.

At the suggestion of the Chair, and upon motion duly made, seconded and carried, this amount was divided as follows:

General Medical Clinic	\$500.00
Entertainment	500.00
Director's Discretionary Fund	500.00

The Chair then requested ratification of an authorization which he had given for the purchase of a new Magnavox radio-phonograph for the Apprentices' Room, at a cost of \$525.00, this to be charged against Entertainment, the \$500.00 from the Life Saving Benevolent Association credited to Entertainment, to be applied toward the cost.

The Chair then made a statement with regard to the Staff salaries and the pressure which Institute employees are feeling because of the increased cost of living, and stated he strongly felt that a plan of adjusted compensation should be adopted. He then presented plans outlined by the Comptroller and approved by the Director, the most satisfactory of which called for an adjustment on the basis of six per cent. of the yearly salary, to be paid quarterly to employees who have been employed for the full quarter, the minimum adjustment to be at \$1.00 per week and the maximum to be \$45.00 per quarter, this being on the basis of six per cent. on the first three thousand dollars of any salary.

Minutes of the Stated Meeting of Seamen's Church Institute of New York, held at 25 South Street, New York City, on April 23, 1942, at 1:00 o'clock

Upon motion of Mr. Knowles, seconded by Mr. Iselin, this plan was adopted.

The Chair called on the Director for a statement on the annual contribution of the Institute to the National Association of Seamen's Welfare Agencies. ng with prayer.

Upon motion of Mr. Forsyth, duly seconded and carried, the payment of \$300.00 was authorized.

The Rev. Mr. Dorrance then placed in nomination the name of Mr. Gerald A. Bramwell. This was seconded by Mr. Bell and referred to the next meeting of the Board.

The Chair then stated that the leaders of the Welfare Council and of the Greater New York Fund were giving consideration to the establishment of a Community Chest for New York, and stated that the Institute should keep in touch with this situation.

The Director then read a brief report after which the Chair read excerpts from the daily log of the Welfare Department of the Institute.

Business being completed, the meeting then adjourned.

Article IX of the Constitution, and to meet this condition, upon motion Secretary as Counsel, seconded by Mr. Williams, it was

*Thomas Curtis*  
Secretary

Resolved, That pursuant to Article IX of the Constitution, the President is the chief executive officer of the Corporation, and that the authority and control of the Board of Managers over the activities, the officers and the employees of the Institute shall be exercised through him, subject to the direct exercise of such authority and control, or to specific action, by the Board or by any Committee, where the Constitution or By-laws so require.

The Chair then presented to the Board a resume of a letter received from Mr. Schellkoff, the President of the Welfare Council of New York City, describing the financial difficulties of the Council and requesting increased gifts from member agencies, this to be on the basis of one-tenth of one per cent. of their annual budgets. He mentioned his having conferred with the Director on this, by whom he was reminded that by resolution of the Board, February 29, 1940, \$100.00 per year was to be paid to the Welfare Council in lieu of the \$10.00 per year Section assessments which previously had been customary.

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 23, 1942, at 1:00 o'clock in the afternoon.

\$12,000.00 from the Greater New York Fund with which the Welfare Council is closely associated. Toward this amount any subscription from the Institute might be considered as an expense, and very moderate, of fund-raising.

The Roll was taken with the following present: Messrs. Belknap, Bell, Cummings, Darlington, Dunlap, Forsyth, Gulden, Knowles, Michalis, Newhall, Roberts, Rogers, Viator, Warburton, Wheeler, Williams and Zabriskie. Both the Chair and the Director approved a subscription of \$500.00 for 1942, without commitment as to the future, and upon motion of Mr. Williams, duly seconded, this was voted.

Excuses were presented for: Messrs. Burgess, Fleming, Mansfield, Montgomery, Morgan, Pitt, Saltzman, Salvage, Satterlee, Schieffelin and Winter. The Chair then told the Board of a gift of \$500.00 from the War Relief Committee of The Women's Organization for the American Merchant Marine, Inc., to the Beekman Hospital to finance a bed for one year for the use of needy seamen sent by the Seamen's Church Institute of New York. He spoke warmly of this gift, and upon motion of Mr. Wheeler, duly seconded, it was accepted.

The undersigned wish to thank the Board of Managers of the Seamen's Church Institute for the extra compensation given them on April 6, 1942. The Chair mentioned receiving a letter from Mr. Hallock of the Board, explaining that the pressure on his time made it increasingly difficult for him to do work outside of his office and indicating that he would be unable for the present to attend the Board meetings. To meet this condition, upon motion of Mr. Zabriskie as Counsel, seconded by Mr. Williams, it was

Resolved, That pursuant to Article IX of the Constitution, the President is the chief executive officer of the Corporation, and that the authority and control of the Board of Managers over the activities, the officers and the employees of the Institute shall be exercised through him, subject to the direct exercise of such authority and control, or to specific action, by the Board or by any Committee, where the Constitution or By-laws so require. Resolutions of the country are to be considered on leave of absence.

The Chair then presented to the Board a resume of a letter received from Mr. Schoellkoff, the President of the Welfare Council of New York City, describing the financial difficulties of the Council and requesting increased gifts from member agencies, this to be on the basis of one-tenth of one per cent. of their annual budgets. He mentioned his having conferred with the Director on this, by whom he was reminded that by resolution of the Board, February 29, 1940, \$100.00 per year was to be paid to the Welfare Council in lieu of the \$10.00 per year Section assessments which previously had been customary.

He described the coordinating service rendered by the Welfare Council to the various seamen's agencies, including the Institute, and reference was also made to the annual allocation to the Institute of approximately \$12,000.00 from the Greater New York Fund with which the Welfare Council is closely associated. Toward this amount any subscription from the Institute might be considered as an expense, and very moderate, of fund-raising.

Both the Chair and the Director approved a subscription of \$500.00 for 1942, without commitment as to the future, and upon motion of Mr. Williams, duly seconded, this was voted.

The Chair then told the Board of a gift of \$500.00 from the War Relief Committee of The Women's Organization for the American Merchant Marine, Inc., to the Beekman Hospital to finance a bed for one year for the use of needy seamen sent by the Seamen's Church Institute of New York. He spoke warmly of this gift, and upon motion of Mr. Wheeler, duly seconded, it was voted that a letter of thanks be sent to The Women's Organization.

The Chair mentioned receiving a letter from Mr. Hallock of the Board, explaining that the pressure on his time made it increasingly difficult for him to do work outside of his office and indicating that he would be unable for the present to attend the Board meetings.

A brief discussion followed, including recognition of similar special pressure on various members of the Board, particularly those in Government service, and upon motion of Mr. Williams, duly seconded and carried, it was decided that members of the Board of Managers in the Armed Forces and Defense Service of the country are to be considered on leave of absence for the duration of the war.

Admiral Belknap then presented the report of the Committee on Religious and Social Service work, which was accepted.

Mr. Newhall reported as Chairman of the Committee on Business Operation, describing the worn condition of much of the Institute furniture, and moved that \$525.00 be appropriated to cover the reconditioning of office furniture, this to be charged to the Institute Account, but subject to transfer to the Repairs and Replacements Fund in December if advisable. This was seconded and carried.

The Chair then mentioned an error in estimating the cost of replacing the freezing tank as authorized at the last meeting of the Board, this was to be for a period of ten years, and included the enlargement of the floor space and the erection of a partition at a cost of \$280.00. An additional expense of \$420.00 was found necessary due to an oversight in measurements and of this the contractor agreed to absorb half if the Institute would bear the remainder. This Mr. Zabriskie stated had received his approval as Counsel, and upon motion by Mr. Williams, duly seconded and carried, the tender was

Upon motion of Mr. Dunlap, duly seconded, the additional expenditure of \$210.00 was authorized, this to be charged to the Repairs and Replacements Fund. The Director then made a brief report and the Chair read excerpts from the daily log of the Welfare Department, after which the meeting

Mr. Darlington, in the absence of Mr. Despard, Chairman of the Committee on Special Services to Seamen, then read a memorandum from Capt. Morasso, describing the present activities of the Institute Employment Bureau and the beginning which is being made in securing gifts from interested steamship companies toward its support.

Mr. Forsyth then presented the report of the Ways and Means Committee, including a statement on the Theatre Benefit provided by the Amateur Comedy Club, Inc., and described not only how exceedingly successful financially the play was, the net being \$2,070.71, but also the genuine enjoyment resulting for all who attended.

Upon motion of Mr. Williams, duly seconded and carried, the Secretary was requested to write a letter of thanks to the Comedy Club.

Mr. Bell then presented the report of the Committee on Seamen's Church Institute Associations in which was mentioned the "Parade of Patriots", an exhibition at the Grand Central Art Galleries, at which the Central Council will assume the responsibility for Friday, May 22, Maritime Day, selling tickets.

This resulted in Mr. Williams offering to loan certain letters written by President Zachary Taylor.

The Chair then called for a vote on Mr. Bramwell as a member of the Board, his nomination having taken place at the last meeting and he was unanimously elected.

The Chair then called upon the Director to present the tender of the Institute for the renewal by the Government of the lease for the

Minutes of the Stated Meeting  
of the Board of Managers of the  
Seamen's Church Institute of  
New York, Inc., held at the  
Seamen's Church Institute of  
New York, 100 West Broadway,  
New York City, on  
June 17, 1936, at 7:30 P.M.

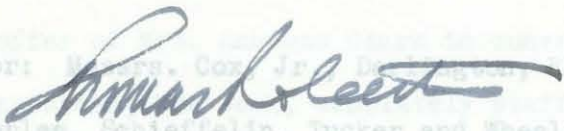
Seamen's Church Institute Post Office Station, located in the Building.

This was to be for a period of ten years, and included the enlargement of the floor space and the erection of a partition at a cost of \$280.00.

This Mr. Zabriskie stated had received his approval as Counsel, and upon motion by Mr. Williams, duly seconded and carried, the tender was

authorized. The Roll was taken with the following present: Messrs. Belknap, Searing, Jr., Bramwell, Cummings, Despard, Dorrance, Dunlap, Forsyth,

The Director then made a brief report and the Chair read excerpts from the daily log of the Welfare Department, after which the meeting adjourned.

  
Secretary

Excuses were presented for: Messrs. Cox, Jr., Dorrance, Fleming, Wilson, Newhall, Saltsman, Satterlee, Schielfelin, Tucker and Wheeler.

The President introduced Mr. Gerald A. Bramwell, he having been elected to membership at the previous meeting.

The Secretary then presented to the Board a letter from the Bank of New York, concerning a \$40,000.00 demand note of the Seamen's Church Institute of New York, dated June 17, 1936. The letter stated that since the Statute of Limitations would expire on June 17, 1942, the Bank would appreciate advice as to the procedure to be followed.

Upon motion duly seconded and carried, the Treasurer was requested and authorized to arrange for the renewal of this note.

The Chair then stated to the Board that it would be advisable to authorize an additional Board member to sign certain of the Institute checks, due to the removal of Mr. Darlington's office uptown.

Upon motion, duly seconded and carried, it was

Resolved, That Mr. Gerald A. Bramwell, a member of the Board of Managers of this Institute, be and he hereby is authorized to sign checks drawn against the regular checking account of the Seamen's Church Institute of New York, in the Produce Exchange Bank, branch of the Chase National Bank of the City of New York.

The Chair then presented a plan for some greatly needed improvements in the Institute Engine Room and Kitchen, and stated that the plan had been outlined by the Christiansen Sheet Metal Works at a cost of \$2,325.00, and that the Director and Comptroller recommended that this plan be authorized by the Board, subject to the approval of Mr. Michalis.

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 28, 1942, at 1:00 o'clock in the afternoon.

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

In the absence of Mr. Forsyth, the

to present the report of the Ways and Means Committee, which was received. Mr. Michalis presided, and at his request the Rev. Mr. Dorrance Mr. Dunlap then offered the nomination of Mr. William Armour, a former member of the Board, for re-election as a Manager.

The Roll was taken with the following present: Messrs. Belknap, Mr. Bell reported for the Committee on Seamen's Church Institute Associations, and the report was received. Gulden, Iselin, Knowles, Michalis, Montgomery, Roberts, Salvage, Williams

The Director then made a brief report on the general activities of the Institute, including the offer of Mrs. Ambrose Clark to convert and maintain her new home at Cooperstown, New York, completely staffed and equipped, into a center for convalescent and torpedooed seamen

The President introduced Mr. Gerald A. Bramwell, he having been selected by the Institute. He stated that Mr. Frey was giving this his personal attention, had visited the home and would study the project

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The President read a statement, prepared by Miss Gandee, Publicity Manager, with regard to bequest insurance. This was referred to

Upon motion duly seconded and carried, the Treasurer was requested and authorized to arrange for the renewal of this note.

Mr. Forsyth, having come in to the meeting late, then made a statement with regard to the Theatre benefit to the effect that the play which had been considered was not satisfactory, and a further search was being made for a suitable performance.

Resolved, That Mr. Gerald A. Bramwell, a member of the Board of Managers of this Institute, be and he hereby is authorized to sign checks drawn against the regular checking account of the Seamen's Church Institute of New York in the Produce Exchange Bank, branch of the Chase National Bank of the City of New York.

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Mr. Michalis.



Upon motion of Mr. Williams, duly seconded and carried, this was authorized. *ing a room for Belgian seamen.*

In the absence of Mr. Forsyth, the Chair requested the Director to present the report of the Ways and Means Committee, which was received.

Mr. Dunlap then offered the nomination of Mr. William Armour, a former member of the Board, for re-election as a Manager.

Mr. Bell reported for the Committee on Seamen's Church Institute Associations, and the report was received.

The Director then made a brief report on the general activities of the Institute, including the offer of Mrs. Ambrose Clark to convert and maintain her new home at Cooperstown, New York, completely staffed and equipped, into a center for convalescent and torpedoed seamen selected by the Institute. He stated that Mr. Frey was giving this his personal attention, had visited the home and would study the project further. Up to fourteen seamen can be accommodated at one time, and the Institute would not be involved in any expense either for transportation or maintenance.

The President read a statement, prepared by Miss Candee, Publicity Manager, with regard to bequest insurance. This was referred to Mr. Roberts and Mr. Zabriskie for further study.

Mr. Forsyth, having come in to the meeting late, then made a statement with regard to the Theatre Benefit to the effect that the play which had been considered was not satisfactory, and a further search was being made for a suitable performance.

Mr. Forsyth also stated that he was studying the property adjoining the Institute on South Street, consisting of three lots with old buildings, with the thought that these could be used for the expansion of the Institute plant to meet needs for storage, Merchant Marine School, etc.

The President then read a letter from the Belgian Consulate General which had accompanied a check for \$1,000.00, and in which appreciation was expressed for the hospitality and courtesy of the Insti-

Minutes of the Stated Meeting of the Board of Managers of the Seaman's Church Institute of New York, held on June 25, 1942, at 1:00 o'clock

tute in supplying a room for Belgian seamen. He read also extracts from the Daily Log of the Welfare Department.

Mr. Michalis presided, and at his request Dr. Kelley opened the meeting.

Business being completed, the meeting adjourned.

*Amos Lee*  
Secretary

The Roll was taken with the following names: Russell, Cummings, Gulden, Iserin, Michalis, Montgomery Roberts, Salvage, Viator, Williams and Zabrackie.

Excuses were presented for: Messrs. Bechtel, Cox, Darlington, Fleming, Mansfield, Morgan, Newhall, Pitt, Saltzman, Schieffelin, Whelan, Whelan, Winter and Tucker.

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

At the request of the President, the Director read the following preamble and Resolution, which were adopted by a rising vote:

The sudden death of Mr. Louis Gordon Hamersley on June 2 at the age of forty-nine was a great shock to all of his friends and particularly to his colleagues on the Board of Managers of the Seaman's Church Institute of New York. His Institute interest had been life-long, his father, J. Recker Hamersley, having been a Board member from 1873 until his death in 1900, while his own term extended from 1913.

In 1915 Mr. Hamersley presented to the Institute a ninety-eight foot steam tender for shipboard visiting, to replace an outworn smaller craft. The new boat, named the "J. Recker Hamersley" in memory of his father, and used until 1921, was dedicated by Bishop Courtney, the address being made by Dr. Manning, then Rector of Trinity Parish, now Bishop of New York.

Throughout his short lifetime Gordon Hamersley evinced a keen interest in Church and civic affairs, giving generously both of money and time to a variety of activities. His chief recreation was on the water as an expert in handling small power craft, including speedboats. Always devoted to his family, whose companionship he loved most of all, it was his hobby to have them share as much as possible in his aquatic adventures.

Because of his sea interests he was appointed Chairman in 1939 of the Institute Committee on Special Services to Seamen, with particular emphasis on the Merchant Marine School, in which in his earlier days he had been a student.

With a keen interest in military affairs, upon his graduation from Harvard in 1916 he served successively on the Mexican Border, as an ambulance driver in France, student at the French Artillery School, and upon the entrance of the United States into the first world war, as a Lieutenant in the U. S. Field Artillery. He remained in the United States Army of Occupation in Germany and rose to the rank of Major in the Field Artillery Reserve.

Generous with his time and money available for personal counsel, his it, therefore,

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 25, 1942, at 1:00 o'clock in the afternoon.

Resolved, That the Board of Managers of the Seamen's Church Institute of New York hereby express their deep sense of loss in the death of Mr. Michalis, and at his request Dr. Kelley opened the meeting with prayer. deep sympathy for his wife and children in their sorrow, and be it also

The Roll was taken with the following present: Messrs. Bell,

Resolved, That a copy of this preamble and resolution be spread on Bramwell, Cummings, Gulden, Iselin, Knowles, McLane, Michalis, Montgomery, also to Mrs. Hamersley.

Roberts, Salvage, Vietor, Williams and Zabriskie.

Excuses were presented for: Messrs. Bechtel, Cox, Darlington, Fleming, Mansfield, Morgan, Newhall, Pitt, Saltzman, Schieffelin, Warburton, Wheeler, Winter and Tucker.

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

The Chair presented recommendations for a further improvement in

At the request of the President, the Director read the following preamble and Resolution, which were adopted by a rising vote:

The sudden death of Mr. Louis Gordon Hamersley on June 2 at the age of forty-nine was a great shock to all of his friends and particularly to his colleagues on the Board of Managers of the Seamen's Church Institute of New York. His Institute interest had been life-long, his father, J. Hooker Hamersley, having been a Board member from 1873 until his death in 1900, while his own term extended from 1913.

In 1915 Mr. Hamersley presented to the Institute a ninety-eight foot steam tender for shipboard visiting, to replace an outworn smaller craft. The new boat, named the "J. Hooker Hamersley" in memory of his father, and used until 1921, was dedicated by Bishop Courtney, the address being made by Dr. Manning, then Rector of Trinity Parish, now Bishop of New York.

Throughout his short lifetime Gordon Hamersley evinced a keen interest in Church and civic affairs, giving generously both of money and time to a variety of activities. His chief recreation was on the water as an expert in handling small power craft, including speedboats. Always devoted to his family, whose companionship he loved most of all, it was his hobby to have them share as much as possible in his aquatic adventures.

Because of his sea interests he was appointed Chairman in 1939 of the Institute Committee on Special Services to Seamen, with particular oversight of the Merchant Marine School, in which in his earlier days he had been a student.

With a keen interest in military affairs, upon his graduation from Harvard in 1916 he served successively on the Mexican Border, as an ambulance driver in France, student at the French Artillery School, and, upon the entrance of the United States into the first World War, as a lieutenant in the U. S. Field Artillery. He remained in the United States Army of Occupation in Germany and rose to the rank of Major in the Field Artillery Reserve.

Generous with his time and money, active in Board meetings, ever available for personal counsel, his loss is most of all personal. Be it, therefore,

Resolved, That the Board of Managers of the Seamen's Church Institute of New York hereby express their deep sense of loss in the death of their colleague and personal friend, Louis Gordon Hamersley, their thankfulness for his long and constructive association with the Institute and their deep sympathy for his wife and children in their sorrow, and be it also

Resolved, That a copy of this preamble and resolution be spread on the Minutes of the meeting of the Board of Managers, and a copy be sent also to Mrs. Hamersley.

In the absence of Admiral Delknap, Chairman of the Religious and Social Service Committee, the Director made a brief report concerning the Credit Bureau, the loans from which were slightly larger than budgetted, but not disproportionate to the increase in volume of lodgings in the Institute. The Chair presented recommendations for a further improvement in the ventilation program authorized at the meeting of May 28. The plan then submitted had been studied by consulting ventilation engineers, receiving their general approval except for some duct changes and an interchange of motors at an additional cost of \$685.00. The engineers also recommended the inclusion of an earlier plan of a fresh air intake into the Engine Room at a cost of \$639.00. The total expenditure for this ventilation work, \$1,324.00, upon motion of Mr. Williams, duly seconded and carried, was authorized. The Chair then stated the advisability of an additional station wagon for the work of the shipboard visitors, to replace an employee's car temporarily rented. Opportunity for purchase had come through Mr. and Mrs. Johnson Mali, for a Dodge station wagon at a cost of about \$500.00.

Upon motion of Mr. Williams, duly seconded and carried, the Chair was given power to act in the matter of the station wagon.

The Chair then called the attention of the Board to the "Adjusted Compensation" for employees of the Institute for the second quarter of the year, at a cost of approximately \$5,400.00, and recommended its adoption on the same basis as that for the first quarter of the year.

Upon motion of Mr. Iselin, duly seconded and carried, this was authorized. The Chair then brought to the attention of the Board the importance of the Bomb Insurance for which after July 1, payment would be required by the Government. Upon motion of Mr. Zabriskie, seconded by Mr. Salvage, and the carried, the Officers were authorized to protect the interests of the Trustees with regard to all properties held by the Corporation.

The Chair then presented a plan for pins to be worn as badges by Institute volunteers, a special design having been submitted, based on the Seal of the Institute.

Upon motion, duly seconded and carried, this was authorized at a maximum expenditure of \$100.00.

In the absence of Mr. Despard, Chairman of the Committee on Special Services to Seamen, the Director read a memorandum concerning the commissioning of fourteen members of the Faculty of the Merchant Marine School, as Officers of the U. S. Coast Guard Reserve.

In the absence of Mr. Forsyth, Chairman of the Ways and Means Committee, Mr. Roberts read a memorandum requesting an additional appropriation of \$200.00 for the distribution of the Seamen's Church Institute film for the remainder of the year, and upon motion of Mr. Roberts, seconded by Mr. Gulden, this was carried.

Mr. Roberts then presented the report of the Ways and Means Committee.

Mr. Bell presented the report of the Committee on Seamen's Church Institute Associations, these reports being received.

Mr. William Armour, having been nominated for membership of the Board at the meeting, May 28, was elected.

The Director made a brief report, including a reference to the flower boxes given by the City Gardens Club of New York City. Upon motion, duly seconded and carried, the Secretary was requested to extend the thanks of the Board to the Club for this gift.

The Director mentioned that he was about to visit Mr. Westerman who had been ill for three weeks, and upon motion of Mr. Iselin, duly seconded and carried, he was authorized to take the greetings of the Board.

The Chair then read excerpts from the Log of the Welfare Department after which the meeting adjourned, several of the members visiting the new Pilot House on the roof of the Institute.

*Samuel Beattie*  
Secretary

The Roll showed the following present: Messrs. Armour, Beattie, Bell, Brewster, Cummings, Darlington, Despard, Fleming, Forsyth, Gidden, Jellis, Knowles, McLane, Michalis, Roberts, Salvage, Vistor, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Belknap, Brown, Dunlap, Gosfield and Satterlee.

The President introduced to the Board Messrs. J. Willard Hayden, President of the Charles Hayden Foundation, Eric V. Davaler and E. A. Southday, Trustees of the Charles Hayden Foundation, who had also attended the Board luncheon, and who had come as his guests because of the Dedication of the Pilot House on the top of the Institute, in memory of the late Charles Hayden, a member of the Institute Board of Managers.

The President presented a recommendation that a gift of \$100.00 be appropriated for the Emergency Building and Maintenance Fund of Beakman Hospital, both as an aid to the Hospital and in appreciation of the frequent cooperation given to the Institute.

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

The President recommended the "Adjusted Compensation" for employees for the third quarter of the year, to be made on the same basis as for the first two quarters, at a cost estimated not to exceed \$5,800.00.

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

He then recommended that a new supply of 25,000 celluloid card holders be purchased for distribution to seamen for the year 1943, at a total cost of \$1,190.00, to be charged to Operating Expense, Publicity.

be emphasized that these were greatly aided by the Seamen and were a distinct benefit to the Institute's hotel and general program.

Upon motion, duly seconded and carried, 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 24, 1942, at 1:00 o'clock in the afternoon. door-bridge, to cost \$120.00, Mr. Michalis presided, and at his request Dr. Fleming opened the meeting with prayer. and dangerous to personnel as well as being impossible. The Roll showed the following present: Messrs. Armour, Beattie, Bell, Bramwell, Cummings, Darlington, Despard, Fleming, Forsyth, Gulden, Iselin, Knowles, McLane, Michalis, Roberts, Salvage, Vietor, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Belknap, Brown, Dunlap, Mansfield and Satterlee. The President introduced to the Board Messrs. J. Willard Hayden, President of the Charles Hayden Foundation, Erle V. Daveler and E. A. Doubleday, Trustees of the Charles Hayden Foundation, who had also attended the Board luncheon, and who had come as his guests because of the Dedication of the Pilot House on the top of the Institute, in memory of the late Charles Hayden, a member of the Institute Board of Managers. for an appropriation of \$200.00 for the further distribution

The President presented a recommendation that a gift of \$100.00 be appropriated for the Emergency Building and Maintenance Fund of Beekman Hospital, both as an aid to the Hospital and in appreciation of the frequent cooperation given to the Institute. Upon motion of Mr. Williams, duly seconded and carried, this was authorized. At this Mr. Michalis presided, describing

The President recommended the "Adjusted Compensation" for employees for the third quarter of the year, to be made on the same basis as for the first two quarters, at a cost estimated not to exceed \$5,800.00.

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

He then recommended that a new supply of 25,000 celluloid card holders be purchased for distribution to seamen for the year 1943, at a total cost of \$1,190.00, to be charged to Operating Expense, Publicity.

He emphasized that these were greatly lided by the seamen and were a distinct benefit to the Institute's hotel and general program.

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

The Chair then presented a recommendation from the Director for the alteration, cutting out mezzanine obstruction to freight elevator in driveway, to cost \$220.00, also steel door-bridge, to cost \$120.00, totaling \$340.00. He explained that the present head-room is only about five feet and dangerous to personnel as well as being impossible to load long pieces of freight on elevator.

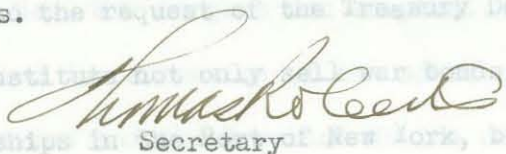
Upon motion of Mr. Williams, duly seconded and carried, this was authorized, to be charged against Special Funds, subject to transfer at the end of the year.

Mr. Roberts then mentioned the application of the Institute as a Corporation for designation as Issuing Agent for sale of United States Defense Savings Bonds, Series E, which had been made on July 29, 1942, and which because of pressure of time was signed by himself, the President and approved by the Executive Committee. He suggested ratification of this action, and upon motion of Mr. Knowles, seconded by Mr. Despard, this was given.

Mr. Forsyth then reported for the Ways and Means Committee, and asked for an appropriation of \$200.00 for the further distribution of the Institute film, "Sons of the Sea".

Upon motion of Mr. Beattie, duly seconded, this was authorized.

After brief directions by the Director as to reaching the Pilot House, and the reading by the Chair of excerpts from the reports of the Welfare Department, the meeting adjourned at one-thirty, to the Pilot House for its Dedication. At this Mr. Michalis presided, describing the work of the School, and Mr. Hayden made a short address. The Director offered dedicatory prayers.

  
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 October 22, 1942, at 1:00 o'clock in the afternoon.

Mr. Michalis presided, and at his request the Rev. Mr. Dorrance opened the meeting with prayer.

The Roll showed the following present: Messrs. Belknap, Burgess, Delafield, Dorrance, Fleming, Forsyth, Knowles, Michalis, Montgomery, Newhall, Roberts, Wheeler, Williams, Zabriskie and Bramwell.

Excuses were presented for: Messrs. Armour, Bell, Darlington, Despard, Gulden, Iselin, McLane, Morgan, Pitt, Rogers, Saltzman, Satterlee, Schieffelin, Tucker, Wainwright, Warburton and Winter.

The Minutes of the meeting of September 24, 1942, were read and approved.

The Treasurer then presented a request for the authorization of the Committee on Trust Funds to renew a loan of \$20,000.00 at the Bank of New York.

The Chair then described the United Seamen's Service and its possible relation to existing welfare agencies.

The Treasurer also requested that he and the President be given their discretion to make a payment on the Building debt of the Institute, held by the Bank of New York, toward which probably \$50,000.00

will be available. Upon motion of Mr. Forsyth, duly seconded and carried, this was authorized.

The Treasurer then presented a suggestion for the opening of an account with the Brooklyn Trust Company, Sheepshead Bay Branch, to enable a more convenient depositing of funds received from enrollees installed in the Apprentices' Room. Be it further Resolved, That a copy of this Resolution be spread upon the minutes, this was authorized.

The Chair then alluded to the request of the Treasury Department made last August that the Institute not only sell war bonds to all sea-going personnel and all ships in the Port of New York, but likewise undertake the sale of such in other ports on the Atlantic and Gulf Coasts.

recently made by Mr. Montgomery of the Board and Mr. Frey of the Institute Staff, and their estimate that the expense to the Institute for promoting the sale of bonds in this great area would be about \$10,000.00 per year, some of which would be returned through commissions on the sale of Travelers' Checks.

He recommended an appropriation of \$2,500.00 toward war bond sales, to cover the last quarter of 1942, and upon motion of Mr. Knowles, duly seconded and carried, this was authorized.

The Chair presented a memorandum from the Director, concurred in by the Comptroller, concerning the cost of renovations in the Third Floor Clubrooms as authorized by the Board of Managers at the January meeting, 1942. This sum, \$3,637.09, was temporarily charged against the Special Funds Account, and the Director now recommends that this be paid from the current surplus. Upon motion, duly seconded and carried, this was authorized.

The Chair then described the United Seamen's Service and its possible relation to existing welfare agencies.

Admiral Belknap then reported for the Committee on Religious and Social Service work, including figures on the amounts received for safe-keeping by ship visitors.

He then announced the plan for the formal acceptance of the new Mural in the Apprentices' Room, painted and given by Mr. and Mrs. George Stonehill, and offered the following resolution:

Resolved, That the Board of Managers of the Seamen's Church Institute of New York hereby express their sincere appreciation to Mr. and Mrs. George Stonehill for the very artistic and informative Mural which they painted and gave to the Institute and which has been installed in the Apprentices' Room. Be it further

Resolved, That a copy of this Resolution be spread upon the Minutes of this meeting and a copy be sent to Mr. and Mrs. Stonehill.

This was seconded by the Rev. Mr. Burgess and adopted.

Admiral Belknap also called the attention of the Board to the Service of Intercession for the Navies and the Merchant Marine Services of the Allied Nations, to be held at the Cathedral, November 8, at four o'clock, and urged a full attendance.

Minutes of the Stated Meeting of  
Mr. Forsyth then presented the report of the Ways and Means  
Seamen's Church Institute of New  
Committee, mentioning also the Benefit "The Skin of our Teeth" to be  
New York City, on November 19,  
held on Tuesday evening, December 1, at the Plymouth Theatre in the  
afternoon.

The report of the Central Council of Associations, in the  
Mr. Michalis presided, and at his request the Rev. Mr. Dorrance  
absence of Mr. Bell, was read by the Director. It was received and filed.  
opened the meeting with prayer.

The Chair then called on the Director for a brief statement  
The Roll showed the following present: Messrs. Armour, Bechtel,  
after which he was excused to catch a train for New Orleans on business  
Belknap, Bramwell, Burgess, Cummings, DeLafield, Dorrance, Forsyth, Gulden,  
having to do with the sale of war bonds.

Iselin, Knowles, McLane, Michalis, Montgomery, Newhall, Roberts, Victor,  
The Chair then mentioned the payment of "Adjusted Compensation"  
Williams, Winter and Zabriskie.

for the third quarter of 1942, and suggested that this be made on the  
Excuses were presented for: Messrs. Bell, Despard, Mansfield,  
basis of an additional four per cent. for the quarter ending Septem-  
Morgan, Rogers, Saltzman, Salvage, Schieffelin, Tucker, Warburton and  
ber 30, making a total of ten per cent. for that quarter. Upon motion,  
Winter.  
duly made and seconded, this was authorized.

The Minutes of the meeting of October 22, 1942, were read and  
Upon motion, duly made and seconded, the November meeting  
Approved.  
of the Board of Managers was advanced to Thursday, November 19, to avoid  
Mr. Roberts, the Treasurer, then reported that \$50,000.00 had  
a conflict with Thanksgiving Day.

been paid to the Bank of New York on the Institute Building debt, and  
Mr. Zabriskie suggested dropping the word "Hotel" with reference  
perhaps more would be paid before the end of the year.  
to the Institute, and this was referred to the Law Committee.

Admiral Belknap then reported for the Religious and Social  
Business being completed, the meeting adjourned.  
Service Committee, with special reference to the receiving of the Stone-  
hill Mural in the Apprentices' Room.  
The Chair then read covers of the Seaman's Church Institute  
Navies and Merchant Marine Services of the Allied Nations at the Cathedral  
of St. John the Divine.

business being completed, the meeting adjourned.  
Mr. Forsyth presented the report of the Ways and Means Committee  
and made a statement also regarding the coming Institute Benefit.

Secretary  
Mr. Iselin presented the report on the Seaman's Church Institute  
Associations, which was received and filed.

Upon motion of Mr. Bramwell, duly seconded and carried, the  
December meeting date was advanced to December 17 to avoid conflict  
with Christmas Eve.

The Chair then presented the recommendation of the Director for  
the removal of the center pier at the Street Chapel doors, and recom-  
mended that the limit be \$200.00 in order to assure conformity with the  
woodwork of the other doors of the Institute.

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 November 19, 1942, at 1:00 o'clock in the afternoon.

Upon motion of Mr. Williams,

The Chair then recommended the

28 South Street, corner of Gayler's Alley

on which adjoins the wall of the Institute, stressed the requests which Mr. Michalis presided, and at his request the Rev. Mr. Dorrance had come for a club for Lascar seamen under the direction of the Institute, for which this property would provide, also a dormitory for the

The Roll showed the following present: Messrs. Armour, Bechtel, Belknap, Bramwell, Burgess, Cummings Delafield, Dorrance, Forsyth, Gulden, Iselin, Knowles, McLane, Michalis, Montgomery, Newhall, Roberts, Vietor, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Bell, Despard, Mansfield,

Morgan, Rogers, Saltzman, Salvage, Schieffelin, Tucker, Warburton and Winter.

The Minutes of the meeting of October 22, 1942, were read and

The Director then made a brief report, after which the Chair approved.

Mr. Roberts, the Treasurer, then reported that \$50,000.00 had been paid to the Bank of New York on the Institute Building debt, and perhaps more would be paid before the end of the year.

Admiral Belknap then reported for the Religious and Social Service Committee, with special reference to the receiving of the Stonehill Mural in the Apprentices' Room and the Service of Intercession for

The Chair then read excerpts from the reports of the Welfare Navies and Merchant Marine Services of the Allied Nations at the Cathedral of St. John the Divine.

Business being completed, the meeting adjourned.

Mr. Forsyth presented the report of the Ways and Means Committee and made a statement also regarding the coming Institute Benefit.

Secretary

Mr. Iselin presented the report on the Seamen's Church Institute Associations, which was received and filed.

Upon motion of Mr. Bramwell, duly seconded and carried, the December meeting date was advanced to December 17 to avoid conflict with Christmas Eve.

The Chair then presented the recommendation of the Director for the removal of the center pier at the Street Chapel doors, and recommended that the limit be \$200.00 in order to assure conformity with the woodwork of the other doors of the Institute.

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

The Chair then recommended the purchase of the property at 28 South Street, corner of Cuyler's Alley, the rear of the building on which adjoins the wall of the Institute, stressed the requests which had come for a club for Lascar seamen under the direction of the Institute, for which this property would provide, also a dormitory for the Oriental seamen. He stated also that the Building would provide the greatly needed additional storage space for Institute supplies, and added that a preliminary conference had been held with the representatives of Columbia University, the present owners.

Upon motion of Mr. Iselin, seconded by Mr. Knowles, the purchase of this property was authorized, the limit for the purchase price being set at \$20,000.00.

The Director then made a brief report, after which the Chair described visits to the Institute of a group of men and women being trained by the American Red Cross for special work, and the request of the Red Cross that similar classes be allowed to visit the Institute at periods of about every two weeks. He read a letter expressing their appreciation of the Institute's aid and likewise highly commending the Institute, its activities and the general cleanliness of the Building.

The Chair then read excerpts from the reports of the Welfare Department. The Treasurer then moved that the sum of \$7,500.00 be set aside as a fund for the purchase of other supplies needed in the near future.



Secretary

The Treasurer moved that an appropriation of \$75,000.00 be made from the Operating Account to replenish the Repairs and Replacements Fund. This, seconded by Mr. Montgomery, was carried.

The Treasurer then presented the bill from Mr. Zabrisak as Counsel for the Institute in the amount of \$1,102.65, and moved that this be paid. This, seconded by Mr. Newhall, was authorized.

The Chair then presented the report of the Executive Committee, sitting as Budget Committee, projecting a balanced budget for 1943.

-2- 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 17, 1942, at 1:00 o'clock in the afternoon.

Discussion and questions followed. Mr. Williams, seconded by Mr. McLane, Admiral Belknap then reported. Mr. Michalis presided, and at his request Bishop Stires opened the meeting with prayer, and that the total expense, including the usual The Roll showed the following present: Messrs. Belknap, Bramwell, Delafield, Despard, Forsyth, Knowles, McLane, Mansfield, Michalis, Montgomery, Newhall, Roberts, Stires, Vietor, Wainwright, Williams, Winter and Zabriskie. It was seconded by Mr. Mansfield and carried. Excuses were presented for: Messrs. Bell, Gulden, Hallock, Morgan, Saltzman, Salvage, Satterlee, Schieffelin, Tucker, Warburton and Wheeler. Loyees for the last quarter of 1942 on the basis of ten per cent. The Minutes of the meeting of November 19, 1942, were read and approved.

The President, in accordance with the By-Laws made the following Committee appointments:

Nominating Committee, Mr. Forsyth and Mr. Iselin  
Auditing Committee, Mr. Knowles and Mr. McLane  
Committee on Annual Report, Mr. Bramwell and Mr. Vietor

The Treasurer then moved that an additional \$50,000.00 be paid on the Institute Building debt, and this payment, seconded by Mr. McLane, was authorized. The Treasurer then moved that the sum of \$7,500.00 be set aside as a reserve for the replacement of china, linen and other supplies needed in the near future. This was seconded by Mr. Knowles and authorized. The Chair then made an informal statement on the present status of The Treasurer moved that an appropriation of \$75,000.00 be made from the Operating Account to replenish the Repairs and Replacements Fund. This, seconded by Mr. Montgomery, was carried. The Treasurer then presented the bill from Mr. Zabriskie as Counsel for the Institute in the amount of \$1,102.65, and moved that this be paid. This, seconded by Mr. Newhall, was authorized.

The Chair then presented the report of the Executive Committee, sitting as Budget Committee, projecting a balanced budget for 1943.

Discussion and questions followed, after which, upon motion of Mr. Williams, seconded by Mr. McLane, the Budget was adopted.

Admiral Belknap then reported for the Committee on Religious and Social Service work and stated that the contributions to the Holiday Fund totaled thus far \$2,525.20, and that the total expense, including the usual Christmas program would be about \$3,600.00. In the event of this not being covered by further contributions, Admiral Belknap moved that the sum of not more than \$1,000.00 be appropriated to cover any deficit in the Holiday Fund. It was seconded by Mr. Mansfield and carried. Mansfield, McLane, Morgan, Newhall, Pell, Saltzman, Salvage,

Schieffel The Chair then recommended an "Adjusted Compensation" payment to Staff employees for the last quarter of 1942 on the basis of ten per cent. of their wages, with a minimum of \$13.00 and a maximum of \$75.00. The meeting was opened with prayer by the Rev. Dr. Fleming. Upon motion of Mr. Forsyth, seconded by Mr. Montgomery, this was authorized.

Mr. Forsyth presented the report of the Ways and Means Committee which was received.

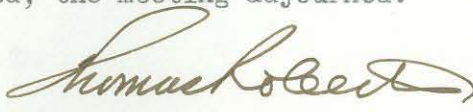
He then moved that an appropriation of \$150.00 be made to purchase five hundred copies of the "American Seamen - A Review" published by the American Seaman's Friend Society, this to be charged to Publicity. This motion was seconded by Mr. Delafield and carried.

In the absence of Mr. Bell, the Director then read brief excerpts from the report of the Seamen's Church Institute Associations.

The Chair then made an informal statement on the present status of the plan for the purchase of the property at 28 South Street, adjoining the Institute.

The Director then made a brief report, after which the President read excerpts from the Reports of the Welfare Department, each wishing the Board a Merry Christmas and a Happy New Year.

Business being completed, the meeting adjourned.

  
Secretary

Charles W. Downing, Jr.  
Charles W. Downing  
Gordon A. Russell  
Rev. Donald B. Aldrich, D. D.  
Rev. Frederick Burgess  
Dr. Arthur C. ...  
Professor ...  
James H. ...

Minutes of the Ninety-eighth Annual  
Minutes of a Stated Meeting of the  
Board of Managers of the Seamen's  
Church Institute of New York, final,  
1942 Board, held at 25 South Street,  
New York City, on January 28, 1943,  
at 1:00 o'clock in the afternoon.  
(going Board of Managers).

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

Mr. Michalis, the President, occupied the Chair.

Present: Messrs. Belknap, Bell, Bramwell, Burgess, Fleming,

The attendance was identical with that of the stated Meeting of  
Forsyth, Gulden, Iselin, Michalis, Montgomery, Roberts and Williams.  
the Board of Managers immediately preceding.

Excuses were presented for: Messrs. Armour, Cummings, Fales,

The Director then read his Annual Report, previously presented  
Hallock, Mansfield, McLane, Morgan, Newhall, Pell, Saltzman, Salvage,  
to the closing meeting of the Out-going Board and then adopted as the  
Schieffelin, Tucker, Winter, Zabriskie, also Bishop De Wolfe and  
Report of the Board of Managers.

Suffragan Bishops Larned and Ludlow, ex officio members of the Cor-

Upon motion of Mr. Roberts, duly seconded, it was then  
poration.

Resolved, That the Report of the Director be accepted and  
referred. The meeting was opened with prayer by the Rev. Dr. Fleming,  
to make necessary changes, and that a Committee therefor be appointed by  
the Chair. The Minutes for the meeting of December 17, 1942, were read

and approved. A surer then presented his Report which, upon motion

seconded The Annual Report of the Director was then called for and

offered, whereupon, on motion of Mr. Roberts, it was committee on Trust

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

Business being completed, this final meeting of the Out-going

Board was adjourned. Motion of Mr. Bell, seconded by Mr. Gulden, this was

accepted.



Mr. Forsyth, as Chairman of the Secretary Committee, then pre-

sented his report. The following for membership in the Board of Managers

were, upon motion of Mr. Williams, duly seconded and carried, elected by

a single ballot:

Rev. Donald B. Aldrich, D. D.

William Armour

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.  
 Charles S. Bradley  
 Gerald A. Braswell  
 Rev. Roeliff H. Procks, D. D.  
 Edwin A. S. Brown  
 Rev. Frederick Burgess  
 D. Farley Cox, Jr.  
 Frederick A. Cummings  
 Joseph H. Darlington  
 Frederick P. Delafield

Minutes of the Ninety-eighth Annual Meeting of the Corporation, Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 28, 1943, at 1:10 in the afternoon (immediately following the meeting of the Out-going Board of Managers).

Mr. Michalis, the President, occupied the Chair.

Rev. Samuel M. Dorrance

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

Rev. Frederic S. Fleming

The Director then read his Annual Report, previously presented to the closing meeting of the Out-going Board and then adopted as the Report of the Board of Managers.

Oliver Iselin

Upon motion of Mr. Roberts, duly seconded, it was then

Louis B. McCagg, 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.

Hon. John Masfield

The Treasurer then presented his Report which, upon motion seconded and carried, was accepted.

Morton L. Newhall

In the absence of Mr. Fales, Chairman of the Committee on Trust Funds, the report of this Committee was presented by the Treasurer, and upon motion of Mr. Gulden, seconded by Mr. Iselin, was accepted.

John S. Rogers, Jr.

Mr. Forsyth then presented the Annual Report of the Ways and Means Committee, and upon motion of Mr. Bell, seconded by Mr. Gulden, this was accepted.

Thomas A. Scott

Mr. Forsyth, as Chairman of the Nominating Committee, then presented his report. The following for membership in the Board of Managers

Alexander O. Viator

were, upon motion of Mr. Williams, duly seconded and carried, elected by a single ballot:

Frank W. Warburton

Benjamin M. Washburn, D. D.

Ernest E. Wheeler

Rev. Donald B. Aldrich, D. D.

William Armour

Edward J. Barber

Charles R. Beattie

Edwin De T. Bechtel

Rear Admiral Reginald R. Belknap, U.S.N., Ret.

Gordon Knox Bell

Institute: Gordon Knox Bell, Jr.

Rev. W. Russell Bowie, D. D.

Honorary President

- Charles W. Bowering, Jr., D.D., LL.D., D.C.L. (ex officio)
- Charles B. Bradley
- Gerald A. Bramwell Lay Officers
- Rev. Roelif H. Brooks, D. D. President
- Edwin A. S. Brown Vice-President
- Rev. Frederick Burgess Vice-President
- D. Farley Cox, Jr. Vice-President
- Frederick A. Cummings Vice-President
- Joseph H. Darlington Secretary and Treasurer
- Frederick P. Delafield
- Clement L. Despard
- Rev. Samuel M. Dorrance Stires, D.D. Rev. Roelif H. Brooks, S.T.D.
- Charles E. Dunlap
- Snowden A. Fannestock
- De Coursey Fales
- Rev. Frederic S. Fleming
- Harry Forsyth
- Frank Gulden
- Charles S. Haight, Jr.
- Gerard Hallock, 3rd
- Hon. Augustus N. Hand
- Oliver Iselin
- Ellis Knowles
- Louis B. McCagg, Jr.
- W. Lawrence McLane
- Rt. Rev. Wm. T. Manning, D. D.
- Richard H. Mansfield
- Charles H. Marshall
- Hon. John Masefield
- 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
- 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
- Col. 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

*Samuel A. Salvage*  
Secretary

Mr. Forsyth then nominated the following as Officers for the Institute for the ensuring year:

Honorary President of the Stated Meeting of  
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

Mr. Michalis, the President, occupied the Chair.

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 relinquished the Chair to Mr. Williams, whereupon  
on motion of Admiral Belknap, seconded by Dr. Fleming, the above were  
elected by a single ballot.

Mr. Michalis then resumed the Chair, and business being com-  
pleted, the meeting of the Corporation was adjourned.

Clarence G. Michalis, 74 Wall Street  
 Edwin De T. Bechtel, 2 Wall Street  
 Gordon Knox Bell, 22 Exchange  
 Clement L. Despard, 1 Cedar Street  
 Charles E. Dunlap, 1 Broadway  
 De Coursey Fales, 280 Fourth Avenue  
 Harry Forsyth, 155 John Street  
 Morton W. Newhall, 1 Broadway  
 Rev. Louis W. Pitt, D.D., 302 Broadway  
 Thomas Roberts, 63 Wall Street  
 Herbert L. Satterlee, 49 Wall Street

*Thomas Roberts*  
 Secretary

Religious and Social Service Work

Rev. Louis W. Pitt, D.D., 302 Broadway, Chairman	
Rear Admiral Reginald K. Belknap, U.S.N., Ret.	Frank Gulden
Rev. Frederick Burgess	Ellis Knowles

Committee on business Operation

Morton W. Newhall, 1 Broadway, Chairman	
Gerald A. Bramwell	Richard H. Mansfield
Charles R. Peattie	Thomas Roberts
Oliver Iselin	William D. Winter

Special Services to Seamen

Clement L. Despard, 1 Cedar Street, Chairman	
William Armour	Charles W. Powing, Jr.
Rear Admiral Reginald K. Belknap, U.S.N., Ret.	Frank A. Garburton

Law Committee

Edwin De T. Bechtel, 2 Wall Street, Chairman	
De Coursey Fales	William Williams
George Gray Zabriskie	

Ways and Means

Harry Forsyth, 155 John Street, Chairman	
Gerald A. Bramwell	Frederick P. Deiafield
W. Lawrence -lane	

Trust Funds  
De Coursey Fales, 280 Fourth Ave  
Charles E. Dunlap  
Harry Forsyth

Meeting of the Stated Meeting of the In-coming Board of Managers of 1943 of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 28, 1943, at 1:35 in the afternoon, immediately after the adjournment of the Annual Meeting of the Corporation.

Seamen's Church Inst  
Gordon Knox Bell, 22 Exchange Pl  
Frank Gulden

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. Bell, seconded by Mr. Iselin, 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.

The following were nominated to the Standing Committees by

Mr. Forsyth as Chairman of the Committee on Nominations:

- Executive
- Clarence G. Michalis, 74 Wall Street, Chairman
- Edwin De T. Bechtel, 2 Wall Street
- Gordon Knox Bell, 22 Exchange Place
- Clement L. Despard, 1 Cedar Street
- Charles E. Dunlap, 1 Broadway
- De Coursey Fales, 280 Fourth Avenue
- Harry Forsyth, 155 John Street
- Morton L. Newhall, 1 Broadway
- Rev. Louis W. Pitt, D.D., 802 Broadway
- Thomas Roberts, 63 Wall Street
- Herbert L. Satterlee, 49 Wall Street

- Religious and Social Service Work
- Rev. Louis W. Pitt, D.D., 802 Broadway, Chairman
- Rear Admiral Reginald R. Belknap, U.S.N., Ret. Frank Gulden
- Rev. Frederick Burgess Ellis Knowles

- Committee on Business Operation
- Morton L. Newhall, 1 Broadway, Chairman
- Gerald A. Bramwell Richard H. Mansfield
- Charles R. Beattie Thomas Roberts
- Oliver Iselin William D. Winter

- Special Services to Seamen
- Clement L. Despard, 1 Cedar Street, Chairman
- William Armour Charles W. Dowing, Jr.
- Rear Admiral Reginald R. Belknap, U.S.N., Ret. Frank W. Warburton

- Law Committee
- Edwin De T. Bechtel, 2 Wall Street, Chairman
- De Coursey Fales William Williams
- George Gray Zabriskie

- Ways and Means
- Harry Forsyth, 155 John Street, Chairman
- Gerald A. Bramwell Frederick P. Delafield
- W. Lawrence McLane

Trust Funds

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

Seamen's Church Institute Associations

Gordon Knox Bell, 22 Exchange Place, Chairman	Richard H. Mansfield
Frank Gulden	

Mr. Michalis, the President, presided, and requested the

Upon motion, duly seconded and carried, the report was accepted

Rev. Mr. Dorrance to open the meeting with prayer.

and authorization was given for the election of the above by a single ballot. The Roll showed the following present: Messrs. Bechtel, Selknap, Bell, Bradley, Bramwell, Despard, Dorrance, Forsyth, McLane, Marshall, Michalis, Montgomery, Newhall, Roberts, Wheeler, Williams and

Resolved, That the Treasurer be and he hereby is authorized to pay to the Rev. Dr. Harold H. Kelley, Director, the income during the current year from all Special Relief Funds to be used for the purpose of said Funds. Messrs. were received for the following: Messrs. Cummings, Fleming, Gill, Pelt, Saltzman, Salvag

Resolved, That the special congratulations and thanks of the Board be extended to the Central Council of Associations, for their remarkable achievement in securing from their own members, from the Victory Clubs and from many other friends of the Institute, 4,956 especially packed Christmas Boxes for distribution to Merchant Seamen.

The Chair called to the attention of the Board the gift of tending \$1,500.00 from the Life Saving Benevolent Association and the suggestion of the Director that this be divided as follows: General Medical Clinic, \$500.00; Entertainment Fund, \$500.00; Director's Discretionary Fund, \$500.00. the plan of the Director that this be changed to the Department of Spe

Upon motion of Mr. Williams, duly seconded and carried, the special thanks of the Board were ordered sent to the Life Saving Benevolent Association. ment and recreation, clinics, etc., and above

Mr. Forsyth then mentioned the subject of advertising in the Lookout, and after a brief discussion this was deferred to the February meeting of the Board.

Business being completed, upon motion of Mr. Gulden, duly seconded and carried, the meeting was adjourned. to Seamen, and since

this Committee is concerned mainly with Seamen, it would be advisable to change its name to Committee on Seamen's Secretary Since this would involve a change in the By-Laws notice to this effect was given in accordance

with Article VI for adoption at the March meeting.

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 25, 1943, at 1:00 o'clock in the afternoon.

Mr. Forsyth then presented the report of the Committee which was received.

He then presented the suggestion from the Editor of the

Lockout for Mr. Michalis, the President, presided, and requested the

Rev. Mr. Dorrance to open the meeting with prayer.

The Roll showed the following present: Messrs. Bechtel,

Belknap, Bell, Bradley, Bramwell, Despard, Dorrance, Forsyth, McLane,

Marshall, Michalis, Montgomery, Newhall, Roberts, Wheeler, Williams and

Winter. Forsyth moved that the plan be rejected and this, seconded by

Mr. Bell. Excuses were received for the following: Messrs. Cummings,

Fleming, Gulden, Hallock, 3rd, Knowles, Mansfield, Morgan, Pell, Saltzman,

Salvage, Satterlee, Schieffelin, Tucker and Warburton.

The Secretary read the Minutes for the January Stated Meeting, which were approved.



The President then introduced two new Board members, attending their first meeting, Messrs. Bradley and Marshall.

The President then described the increasing antipathy to the word "Welfare" as the designation for the Welfare Department and approved the plan of the Director that this be changed to the Department of Special Services. A variety of activities are included under the Welfare Department, not only Credit and other specific Social Service problems, but entertainment and recreation, clinics, etc., and above all the general religious work, all of which are better connoted under "Special Services" than under "Welfare", particularly in the minds of the seamen.

The Chair then explained to the Board that in order to avoid confusion with the Committee on Special Services to Seamen, and since this Committee is concerned mainly with education, it would be advisable to change its name to Committee on Education. Since this would involve a change in the By-Laws notice to this effect was given in accordance

Minutes of the Stated Meeting  
of the Board of Managers of  
the Institute  
of New York, held at 25 South  
March 25, 1943, at 1:00 o'clock  
in the afternoon.

with Article VI for adoption at the March meeting of the Board.

Mr. Forsyth then presented the report of the Ways and Means Committee which was received.

He then presented the suggestion from the Editor of the Lookout for advertising on a large scale in the Institute's monthly magazine. After considerable discussion and the fear being expressed by many that the present attractive appearance and wide appreciation of the Lookout would be impaired by advertisements, and since there was no assurance that the financial returns would be otherwise than moderate, Mr. Forsyth moved that the plan be rejected and this, seconded by Mr. Bell, was carried.

The Director then made a brief report and the Chair read excerpts from the Log, particularly with reference to the activities of the ship visitors, and the meeting adjourned.

The Chair then inquired as to whether anyone knew Mr. Charles Hays, chief editorial writer of the New York Times, with a view to possible Board membership. Mr. Bechtel stated he knew him well and informal discussion followed.



Secretary

The Treasurer then presented to the Board the requirement of a corporate resolution for opening and maintaining ration bank accounts, and upon his motion, seconded by Sir Samuel Salvage, it was

Resolved, That a ration bank account, or accounts, as defined in General Ration Order No. 3, be opened and maintained in the name of this Corporation with The Chase National Bank of the City of New York, or one of its branches, which bank shall act as an agency of and under the direction and supervision of the Office of Price Administration and shall be responsible only to the Office of Price Administration; that one of the following officers or employees of this Corporation:

- L. C. Westerman, Business Manager and Comptroller
- Kathleen Cunningham, Purchasing Agent
- William A. Duce, Seamen's Funds Bureau

is/are hereby) authorized, on behalf of this Corporation, and in its name: To sign ration checks, as defined in said Order; to endorse ration checks, or other ration evidences, owned, or held by this Corporation, for deposit in said account; and

Further Resolved, That the Secretary or Assistant Secretary shall certify to said Bank and the Office of Price Administration the names of such officers and employees at present, and shall from time to time hereafter, as changes in the personnel are made, immediately certify such changes to the bank and the Office of Price Administration; and



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 March 25, 1943, at 1:00 o'clock in the afternoon.

Further Resolved, That the foregoing shall be in full force and effect until written notice of their amendment or recession shall be received.

Mr. Michalis, the President, occupied the Chair, and requested Dr. Kelley to open the meeting with prayer.

The Roll Call showed the following present: Messrs. Bechtel, Belknap, Bell, Bradley, Bramwell, Delafield, Despard, Forsyth, Gulden,

Knowles, Michalis, Montgomery, Newhall, Roberts, Salvage, Vietor and Williams.

Excuses were received for the following: Messrs. Armour, Fleming,

Hallock, Mansfield, McLane, Morgan, Pell, Pitt, Saltzman, Schieffelin, Warburton, Wheeler, Winter and Zabriskie.

The Secretary then read the Minutes for the meeting of February 25, which were approved.

The Chair then inquired as to whether any of the Board members knew Mr. Charles Merz, chief editorial writer of the New York Times, with a view to possible Board membership. Mr. Bechtel stated he knew him well and informal discussion followed.

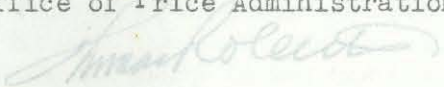
The Treasurer then presented to the Board the requirement of a corporate resolution for opening and maintaining ration bank accounts, and upon his motion, seconded by Sir Samuel Salvage, it was

Resolved, That a ration bank account, or accounts, as defined in General Ration Order No. 3, be opened and maintained in the name of this Corporation with The Chase National Bank of the City of New York, or one of its branches, which bank shall act as an agency of and under the direction and supervision of the Office of Price Administration and shall be responsible only to the Office of Price Administration; that one of the following officers or employees of this Corporation:

L. C. Westerman, Business Manager and Comptroller  
Kathleen Cunningham, Purchasing Agent  
William A. Bunce, Seamen's Funds Bureau

is/are hereby) authorized, on behalf of this Corporation, and in its name: To sign ration checks, as defined in said Order; to endorse ration checks, or other ration evidences, owned, or held by this Corporation, for deposit in said account; and

Further Resolved, That the Secretary or Assistant Secretary shall certify to said Bank and the Office of Price Administration the names of such officers and employees at present, and shall from time to time hereafter, as changes in the personnel are made, immediately certify such changes to the bank and the Office of Price Administration; and

  
Secretary



Further Resolved, That The Chase National Bank of the City of New York be and it hereby is authorized to receive and honor all ration checks signed in accordance with the foregoing resolution, and such certification by the Secretary or Assistant Secretary; and

Further Resolved, That the foregoing resolution shall remain in full force and effect until written notice of their amendment or recession shall have been received by said Bank; and

Further Resolved, That the foregoing authorization and resolutions shall apply to any and all ration bank accounts which this Corporation now is or may at any future time be required or authorized by the Office of Price Administration to open or maintain, without further authorization from this Board of Directors; and

Further Resolved, That the Secretary or Assistant Secretary be, and he is hereby authorized and directed to certify to said The Chase National Bank of the City of New York and to the Office of Price Administration the foregoing resolution and that the provisions thereof are in conformity with the Charter and By-Laws of this Corporation.

The Director then presented a brief report for the Religious and Social Service Committee in which it was recommended that the present Chantry at the entrance to the Institute Chapel of Our Saviour be named the Chantry of the Holy Comforter, thus continuing the original name of the Seaman's Church Institute of New York witnessed on Monday, April 5, one of the oldest in service as well as in years, in the death of applied also to the North River Station of the Institute, on land.

Upon motion of Mr. Forsyth, seconded by Mr. Williams, this was authorized.

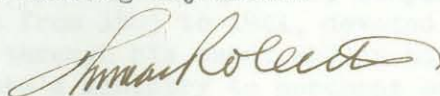
Mr. Forsyth then presented the report of the Ways and Means Committee, which was received, following which Mr. Bell presented the report of the Committee on Seamen's Church Institute Associations, which she received inquiries from the families of missing men, searched for these which was also received.

Notice was then given of the following change of the By-Laws as a substitute for the notice given at the February meeting:

In Article IV, Section 4, the Committee on Special Services to Seamen, to be changed to "Committee on General Services to Seamen", and in the last paragraph of this Section the word "special" to be eliminated.

The Director then made a brief report, after which the Chair read excerpts from the log of the Department on Special Services with special emphasis on the reports of the ship visitors.

Business being completed, the meeting adjourned.



Secretary

Moravian Cemetery on Staten Island. respects during this period and the Staff members, Board members, and triumphant service of life for one Christian life of service to others.

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 22, 1943, at 1:00 o'clock in the afternoon.

RESOLVED, That the Board of Managers of the Seamen's Church Institute of New York. Mr. Michalis, the President, occupied the Chair, and asked Bishop Gilbert to open the meeting with prayer.

The Roll Call showed the following present: Messrs. Armour, Bechtel, Bell, Bowring, Jr., Bramwell, Cummings, Despard, Dunlap, Forsyth, Gulden, Iselin, McLane, Marshall, Michalis, Montgomery, Newhall, Roberts, Viotor, Williams, Winter and Zabriskie, also the Rt. Rev. Charles K. Gilbert, D.D., Suffragan Bishop of New York and Ex-officio member of the Corporation.

Excuses were received for the following: Messrs. Belknap, Fleming, Hallock, 3rd, Knowles, Mansfield, Morgan, Pell, Saltzman, Salvage, Schieffelin, Warburton and Wheeler.

The Minutes of the meeting of March 25, 1943, were read and approved.

The Chair then asked for the reading of a Resolution concerning Mrs. Roper which, after the following preamble, was read by the Director and was adopted by a rising vote:

The Seamen's Church Institute of New York witnessed on Monday, April 5, 1943, the promotion to Eternal Life of its most beloved Staff member and one of the oldest in service as well as in years, in the death of Mrs. Janet Lord Roper at the age of seventy-five.

Mrs. Roper had befriended, served and loved merchant seamen for at least fifty-four years, the last twenty-eight at the Institute. Her magnetic maternal instinct soon drew from seamen the title of "Mother Roper" as they confided to her their personal problems and joys and were rewarded with sensible counsel. She shared in their recreation and talked to them in a variety of assemblies, visited them in sickness, attended seamen's marriages and burials in the Chapel and was a familiar worshiper with them at countless other services. Mrs. Roper's most notable achievement was the development of the Missing Seamen's Bureau through which she received inquiries from the families of missing men, searched for these through the aid of the Institute Staff and seamen, through world-wide seamen's institutes of every type, through Government and shipping offices, and through the seamen's own unions. Her letters under this Bureau brought solace and inspiration to countless seamen and relatives and over 6,500 seamen through her efforts resumed contact with their families.

As Mrs. Roper moved about the building from her days of mature beauty and motherly dignity on westward into the calm evening of life, she was ever the elect and gracious lady of the Institute, and the remembrance of her gentle, kindly presence, and her constant sense of humor will benefit the Institute even beyond the years of the tens of thousands of seamen who were privileged to know her.

Mrs. Roper was always eager to continue her work to the very end of her life and in this she was gratified, for despite a number of illnesses during recent years she continued as an active member of the Staff until the day of her death. Her body rested for three hours in the Chapel of Our Saviour, which she loved and where she had worshiped constantly, and from there was laid to rest in the center of the Staff plot at the... Low, a revered member of this Board from 1905 to 1941, devoted to the work of the Institute and ever generous through his means and in his ability as a poet in furthering the Institute's ministry to merchant seamen.

Moravian Cemetery on Staten Island. Over a thousand seamen paid their respects during this period and the Chapel was filled with seamen, fellow Staff members, Board members, and other friends of the Institute in a triumphant service of life for one who herself had lived a dynamic Christian life of service to others. Be it, therefore,

*The establishment of the Fund for the continuing of Mrs. Roper's*  
RESOLVED, That the Board of Managers of the Seamen's Church Institute, of New York add their tribute to the life and memory of Janet Lord Roper and hereby express to Almighty God their thanks for her noble and loving Christian life, and that the sympathy of the Board be expressed to the family of Mrs. Roper, to whom a copy of this Resolution, having been spread upon the Minutes, shall be sent.

*aman lost by enemy action, was upon motion of Mr. McLane, duly seconded, approved.*  
The Chair then called to the attention of the Board the name of Mr. Charles Merz, Chief Editorial Writer of the New York Times, which had been presented for membership at the meeting of March 25. Mr. Merz was then nominated by Mr. Bechtel and upon being seconded, was unanimously elected to the Board.

*pleted, the meeting adjourned.*  
The Secretary then read a statement concerning additional insurance which had been secured to cover the ship visitors. Upon motion of Mr. Williams, seconded by Mr. Forsyth, this was approved.

He made a statement also, based on a memorandum from the Comptroller, concerning interior hold-up burglary insurance. He stated that the experience of the Institute thus far had shown but small loss whereas premiums for such coverage are high. He then moved that the Institute at the rate of \$1,000.00 a year build up a reserve of \$5,000.00 for self insurance against interior hold-up burglary. This was seconded by Mr. Williams, and carried.

The Treasurer then reported that the Executive Committee was planning a further reduction of \$50,000.00 on the Building Loan, leaving a balance of \$100,000.00.

Mr. Forsyth then presented the report of the Ways and Means Committee, which was received, and made a very interesting statement with quotations from letters concerning the forthcoming Benefit as an "Imaginary Cruise".

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

The notice having been given at the March meeting of the amendment of the By-Laws, upon motion of Mr. Zabriskie, seconded by Mr. Gulden, it was

RESOLVED, That the By-Laws be and hereby are amended as follows: Article IV, Sec. 4, The Committee on Special Services to Seamen, re-name by changing "Special" to "General"; in the last paragraph of Sec. 4, "It shall also have charge and general supervision over all such other special services rendered for the benefit of seamen as may be delegated to it by the Board", eliminate the "special".

The Chair then mentioned the gift of the painting, "Sunlit Sea" by the Misses Low, whereupon by motion of Mr. Bell, duly seconded and carried, it was

RESOLVED, That the heartfelt gratitude of the Board of Managers of the Seamen's Church Institute of New York be expressed to Miss Lois Curtis Low and Miss Harriette Low for the gift of the painting "Sunlit Sea" by Frederick Judd Waugh, N. A., in memory of their brother, Benjamin H. C. Low, a revered member of this Board from 1905 to 1941, devoted to the work of the Institute and ever generous through his means and in his ability as a poet in furthering the Institute's ministry to merchant seamen.

The Chair then mentioned the coming Campaign of The Greater New York Fund and requested the Director to describe the proposed Janet Roper Fund, suggestions toward which had come from friends of the Institute, Staff members and seamen, and for which some gifts had been received.

The establishment of the Fund for the continuing of Mrs. Roper's work of the Missing Seamen's Bureau and other work done for seamen by her, was approved upon motion by Mr. Williams, seconded by Mr. Bramwell.

The suggestion of the Director that there be transferred to this Fund the sum of \$5,000.00 which had been received through the Institute having been named as beneficiary by a seaman lost by enemy action, was upon motion of Mr. McLane, duly seconded, approved.

The Director then made a brief report. The Chair read excerpts from the log of the Department of Special Services.

Business being completed, the meeting adjourned.

  
Secretary

The Secretary then read the Minutes of the meeting of April 28, which were approved. In connection with this he read a letter from Dr. Charles Merz accepting his election to membership on the board of Managers.

The Treasurer reported for the Committee on Trust Funds that \$90,000.00 had been paid to the Bank of New York on the building debt, leaving a balance of \$100,000.00.

The Chair then referred to the serious illness of Mr. Satterlee, whereupon Mr. Winter offered the following resolution, which was unanimously adopted, having been seconded by Dr. Fleming:

Resolved, That the Secretary be requested to convey the greetings of the Board of Managers to Mr. Herbert L. Satterlee together with their sympathy in his illness and their earnest hope that he may speedily be restored to health and strength.

The Chair then stated at the request of Mr. Michalis, that he would bring to the attention of the Board the Diocesan Investment Trust and read an extract from the address of the Bishop of New York, Dr. Manning, to the Diocesan Convention of 1942, describing the Trust which was later proposed for adoption by the Committee and finally adopted by the Convention of 1943. This reading was preliminary to further action by the Board at the June meeting.

The Chair then gave notice that the War Damage insurance policy of the Institute would expire on July 1 and that an appropriation of \$2,424.00 would be required as a renewal premium. Upon motion of Mr. Williams, duly seconded, this authorization was given.

Mr. Bramwell, as a member of the Committee on Business Operations, then notified the Board that certain alterations having to do with important fire-proofing of exits from the Auditorium and other parts of the building would be required in connection with the revision of the Institute Occupancy Permit, a study of which is being made by an architect, and moved that the Board authorize this work, subject to the approval of the President and the Committee on Business Operations. This was seconded by Mr. Williams and carried.



The Chair then described to the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on May 27, 1943, at 1:00 o'clock in the afternoon.

Upon motion of Admiral Belknap, the President of the Board and the Executive Committee were given authority to act. Mr. Forsyth, one of the Vice-Presidents, presided in the absence of Mr. Michalis, the President, who was unavoidably out of the city.

The Rev. Mr. Dorrance opened the meeting with prayer.

The Roll Call showed the following present: Messrs. Bechtel, Belknap, Bradley, Bramwell, Cummings, Delafield, Despard, Dorrance, Fleming, Forsyth, Knowles, G. P. Montgomery, Roberts, Vietor, Williams, Winter and Zabriskie.

Rooms increased to \$1.00  
Officers' Rooms increased to \$1.50

Excuses were received for the following: Messrs. Peattie, Bell, Cox, Gulden, Hallock, 3d, Mansfield, McLane, Michalis, Morgan, Newhall, Pell, Pitt, Saltzman, Salvage, Satterlee, Schieffelin, Rogers, Warburton and Wheeler.

The Secretary then read the Minutes of the meeting of April 22, which were approved. In connection with this he read a letter from Mr. Charles Merz accepting his election to membership on the Board of Managers.

The Treasurer reported for the Committee on Trust Funds that \$50,000.00 had been paid to the Bank of New York on the Building debt, leaving a balance of \$100,000.00.

The Chair then referred to the serious illness of Mr. Satterlee, whereupon Mr. Winter offered the following resolution, which was unanimously adopted, having been seconded by Dr. Fleming:

Resolved, That the Secretary be requested to convey the greetings of the Board of Managers to Mr. Herbert L. Satterlee together with their sympathy in his illness and their earnest hope that he may speedily be restored to health and strength.

The Chair then stated at the request of Mr. Michalis, that he would bring to the attention of the Board the Diocesan Investment Trust and read an extract from the address of the Bishop of New York, Dr. Manning, to the Diocesan Convention of 1942, describing the Trust which was later proposed for adoption by the Committee and finally adopted by the Convention of 1943. This reading was preliminary to further action by the Board at the June meeting.

The Chair then gave notice that the War Damage insurance policy of the Institute would expire on July 1 and that an appropriation of \$2,424.00 would be required as a renewal premium. Upon motion of Mr. Williams, duly seconded, this authorization was given.

Mr. Bramwell, as a member of the Committee on Business Operation, then notified the Board that certain alterations having to do with important fire-proofing of exits from the Auditorium and other parts of the Building would be required in connection with the revision of the Institute Occupancy Permit, a study of which is being made by an architect, and moved that the Board authorize this work, subject to the approval of the President and the Committee on Business Operation. This was seconded by Mr. Williams and carried.

Secretary



The Chair then described to the Board the problem calling for an upward revision of the wages of some of the lower bracket employees of the Institute, concerning which Mr. Zabriskie described the legal situation and the relation to the War Labor Board.

Upon motion of Admiral Belknap, seconded by Mr. Knowles, the President of the Board and the Executive Committee were given authority to act in the matter of wage revision, such to date from June 1.

The Chair also presented to the Board the matter of increased lodging rates to provide for the additional expense caused by the needed wage revision. Upon motion of Mr. Williams, seconded by Mr. Montgomery, this was authorized.

40¢ Dormitory beds increased to 50¢  
70¢ Rooms increased to 85¢  
85¢ Rooms increased to \$1.00  
\$1.25 Officers' Rooms increased to \$1.50

The Director then, at the request of the Chair, described the possibility of purchase of the property adjoining the Institute, with a strong probability that some or all of the money would be given by friends of the Institute. Upon motion of Mr. Williams, duly seconded and carried, it was, therefore,

Resolved, That the authority be given to the President, Mr. Michalis, and to the Vice-President, Mr. Forsyth, to purchase the property known as 26 and 27 South Street, at a maximum cost of \$40,000.00.

Mr. Forsyth then reported for the Ways and Means Committee, and particularly including the "Imaginary Cruise" Benefit, the proceeds of which were \$8,000.00.

In the absence of all of the members of the Committee on Seamen's Church Institute Associations, the Director read the report with which was included the notice of the resignation of Mrs. Stacy O. Sears, Director of the Central Council of Associations, due to her having moved to Norwalk, Connecticut, and nominated as her successor Mrs. B. B. Lanier, a member of St. Bartholomew's Parish of New York and for over a year a volunteer worker under the Central Council. Upon motion of Mr. Williams, seconded by Mr. Knowles, Mrs. Lanier was appointed Director of the Central Council of Associations.

Mr. Delafield then proposed for membership on the Board Mr. John Lewis Montgomery. This was seconded by Mr. George P. Montgomery.

Upon motion of Admiral Belknap, duly seconded and carried, a vote of thanks was to be sent to the City Gardens Club of New York for the planting of the flower boxes in the Board Room and Apprentices' Room windows.

The Director then made a brief report in which he mentioned that Mr. Michalis at the last Convention of the Diocese of New York was elected one of the four lay Deputies to the General Convention of the Episcopal Church, to be held in Cleveland, Ohio, in October, 1943, and read a letter of appreciation from Mrs. Marion Roper Copp to the Board, thanking them for their generosity and kindness in connection with the death of her mother, Mrs. Janet Lord Roper, the Institute House Mother.

The Chair then read excerpts from the Log of the Department of Special Services and from other Institute activities, after which the meeting adjourned.

Following a brief reference by the Chair, Mr. Dranswell offered the following resolution:

Resolved, That the payment of \$738.25 for covering for the Belgian Rock and the Office of the Institute as an addition to the Budget.

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 24, 1943, at 1:00 o'clock in the afternoon.

This was duly seconded and adopted.

Mr. Forsyth then made a brief report of the committee which was received, and the Chairman of Trust Funds, stated that the Diocese had been informally described to the Board at the May meeting, had as much money as the Board could handle.

The Bishop of New York, Dr. Manning, ex officio Honorary President of the Institute Corporation, being present, Mr. Michalis presented him with the gavel in order that he might preside, in accordance with Article IX of the Constitution. He spoke briefly in appreciation of the remarkable work being done by the Board and by the Institute, and stated he was happy to have the gavel, but that he felt that the best thing he could do for the Institute was to return it to Mr. Michalis that he might preside over the meeting.

Mr. Michalis then requested the Bishop to open the meeting with prayer. The Bishop declared Mr. Montgomery elected.

The Roll Call showed the following present: Messrs. Bechtel, Belknap, Bell, Bell, Jr., Bradley, Bramwell, Cummings, Delafield, Dorrance, Forsyth, Gulden, Iselin, Knowles, McLane, Manning, Michalis, Montgomery, Pitt, Roberts, Tucker, Viotor, Williams and Zabriskie.

Excuses were received for the following: Messrs. Armour, Burgess, Cox, Dunlap, Fleming, Hallock, 3d, Mansfield, Marshall, Morgan, Newhall, Pell Rogers, Saltzman, Schieffelin, Warburton and Winter.

The meeting adjourned at 1:30 for the dedication of the Chantry in which the staff and seamen were present.

Upon motion, duly seconded and carried, the reading of the Minutes was dispensed with. The Chair then described to the Board the offer through Mrs. Philip Carroll of the use of the Recreation Rooms and Garden, part of the family property, 858 Fifth Avenue, as an uptown center for merchant seamen, the Carroll family and the Ryan Estate bearing the expense of furnishing and maintenance, and the Institute paying the necessary expense for Staff operations. He stated that several were to visit the premises later in the afternoon, but suggested that authorization be given to accept the use of the Carroll premises for the summer if found suitable. Upon motion of Mr. Gulden, seconded by Mr. Bradley, this authorization was given.

The Treasurer then read a memorandum from the Comptroller, requesting that \$3,000.00 be set aside from June income to pay, retroactive to June 1, the wage adjustments which had been authorized by the Board. Upon his motion, duly seconded, this was authorized.

Dr. Pitt, as Chairman of the Committee on Religious and Social Service, then presented a brief report for the Committee.

The Chair then called for the report of the Committee on Business Operation, whereupon Mr. Bramwell, a member, offered the following resolution:

Resolved, That the amount set apart for the purchase of the property known as No. 26 - 27 South Street be increased from \$40,000.00, as authorized at the May meeting, to \$45,000.00, the purchase being subject to the approval of Mr. Michalis and Mr. Forsyth.

This was duly seconded and adopted.

Following a brief reference by the Chair, Mr. Bramwell offered the following resolution:

Resolved, That the payment of \$738.25 for asphalt tile for covering for the Belgian Room and the Officers' Room, be authorized as an addition to the Budget.

This was duly seconded and adopted.

Mr. Forsyth then made a brief report for the Ways and Means Committee which was received, and the Chair, speaking under the heading of Trust Funds, stated that the Diocesan Investment Trust which had been informally described to the Board at the May meeting, had so much money committed to the Trustees for investment that it was not necessary at this time for action to be taken by the Board concerning the portfolio of the Institute.

The Roll Call showed the following present: Messrs. Balknap, Bell, Mr. Bell then presented the report of the Seamen's Church Institute Associations, which was received. ... and John L. Montgomery who as a new member was especially welcomed by the Chair.

The balloting on the name of Mr. John Lewis Montgomery for membership on the Board of Managers, as proposed at the May meeting, was then moved by Mr. Forsyth, duly seconded and unanimously carried, whereupon the Chair declared Mr. Montgomery elected.

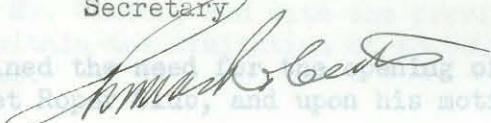
The Director then at the request of the Chair, made a brief statement about the Service of Dedication of the Chantry of the Holy Comforter at the entrance of the Institute Chapel of Our Saviour, to be dedicated by Bishop Manning.

The Chair then read excerpts from various Institute reports and letters, chiefly from the Department of Special Services.

The meeting adjourned at 1:30 for the dedication of the Chantry in which the Board was seated as a body. A congregation of friends of the Institute, the Staff and seamen were present.

This Corporation, the Equitable Trust Company of Baltimore, is hereby ratified, and the two following Officers, Clarence G. Michalis, President, and Thomas Roberts, Treasurer, are authorized to make and sign drafts against this account.

Secretary



The Treasurer then explained the opening of a separate ration account for the Janet Roper Club, and upon his motion, seconded by Dr. Flewing, it was

Resolved, That a ration bank account, or accounts, as defined in General Ration Order No. 3, be opened and maintained in the name of the Janet Roper Club of this Corporation with The Chase National Bank of the City of New York, or one of its branches, which bank shall act as an agency of and under the direction and supervision of the Office of Price Administration and shall be responsible only to the Office of Price Administration; that one of the following officers or employees of this Corporation:

- O. C. Frey, Manager, Department of Special Services
- Kathleen Cumingham, Purchasing Agent
- Mrs. Shirley Wessel, Supervisor, Janet Roper Club

is/are hereby authorized, on behalf of the Janet Roper Club of this Corporation, and in its name: To sign ration checks, as defined in said Order; to endorse ration checks, or other ration evidences, owned, or held by the Janet Roper Club of this Corporation, for deposit in said account; and

Further Resolved, That the Secretary or Assistant Secretary shall certify to said Bank and the Office of Price Administration the names of such officers and employees at present, and shall from time to time hereafter, as changes in the personnel are made, immediately certify such changes to the bank and the Office of Price Administration; and

The Chair then requested the Director to report on the ... of ...