

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 23, 1943, at 1:00 o'clock in the afternoon.

Further Resolved, That the foregoing resolution shall remain in effect until otherwise ordered by the Board. Mr. Michalis, the President, presided, and requested Dr. Fleming to open the meeting with prayer.

The Roll Call showed the following present: Messrs. Belknap, Bell, Delafield, Despard, Dorrance, Fleming, Forsyth, Knowles, Michalis, Roberts, Williams, Winter, Zabriskie and John L. Montgomery who as a new member was especially welcomed by the Chair.

Excuses were received for the following: Messrs. Bell, Jr., Gulden, Hallock, Mansfield, McLane, Morgan, Newhall, Pell, Salvage, Saltzman, Schieffelin, Vietor, Wainwright, Warburton and Wheeler.

The Secretary then read the Minutes for the meeting of June 24, 1943, and these were approved.

The Treasurer then reported the deposit of a sum of money in the Equitable Trust Company, Baltimore, providing convenient banking facilities for the Institute ship visitor there stationed, and upon his motion, seconded by Mr. Bell, it was

Resolved, That the act and deed of the Treasurer of the Seamen's Church Institute of New York, Thomas Roberts, in designating as a depository of certain funds of 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.

The Treasurer then explained the need for the opening of a separate ration account for the Janet Roper Club, and upon his motion, seconded by Dr. Fleming, 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 Cunningham, 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 revision of Occupancy Permits of the Institute necessitated by recently

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 to a specific account at the end of the year. Upon motion of Mr. Williams, duly seconded, this was authorized.

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 the Janet Roper Club of 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 Treasurer then submitted the schedule of wage adjustments which had been compiled by the Comptroller with the assistance of Capt. Morasso of the Staff and in conference with Mr. Roberts and the Director, this being in accordance with Board action at the meeting of May 27, 1943, and which had been approved by the War Labor Board. Upon his motion, seconded by Mr. Despard, this was approved. The Treasurer then recommended that the wage adjustment to the 44-hour group of the Staff be increased from ten per cent. to fifteen per cent., explaining that this proposal had been approved by the War Labor Board. Upon motion of Mr. Williams, seconded by Mr. Winter, and with the proviso that both wage adjustments be kept within the limitation of \$3,000.00 per month, this increase was approved.

The Chair then called the attention of the Board to the centennial of the Incorporation of the Institute that would occur in 1944, and asked as to the appointment of a Committee for its observance. Upon motion of Dr. Fleming, seconded by Mr. Despard, the Chair was requested to appoint such a Committee.

The Chair then stated to the Board that it was possible that the Club for Netherland Seamen would be moved, toward the end of the year, to the Yale Club at 30 West 44 Street. He then referred to the tendency of some organizations to move uptown and described some of the advantages which yet remain to the vicinity of the Institute.

The Chair then described the Diocesan Investment Trust and recommended that the consideration of the Institute's participation in this be referred to the Committee on Trust Funds. On motion of Mr. Bell, seconded by Mr. Zabriskie, this was authorized.

The Chair then reported the completion of the purchase of No. 26 and 27 South Street, and upon motion, duly seconded and carried, the improvements and use of the buildings were referred to the Committee on Business Operation together with the President and Secretary of the Board, with power to act. Mr. Roberts then stated that the purchase of this property involved a loan of \$40,000.00 from the Committee on Trust Funds, and upon his motion, seconded by Mr. Williams, this was approved.

The Chair then requested the Director to report on the revision of Occupancy Permits of the Institute necessitated by recently


Minutes of the Stated Meeting

adopted Laws. This would apply to the rooms such as the Auditorium, Game Rooms, etc., in which 75 or more persons would congregate at one time. He stated that the alterations were estimated at \$2,410.00, and recommended that this amount be authorized as an addition to the Budget, subject to transfer to a specific account at the end of the year. Upon motion of Mr. Williams, duly seconded, this was authorized.

Mr. Mr. Forsyth then reported for the Ways and Means Committee and mentioned especially the difficulty in finding a suitable theatre Benefit for the Fall, and informal discussion followed as to the possibility of an imaginary plan similar to the "Imaginary Cruise" of April 7. ~~Adley, Bramwell, Cummings, Dorrance, Forsyth, Gulden, Knowles, Michaelis, C. P. Montgomery, J. L. Montgomery, Newhall, Pitt, Roberts, Salvage, Vi.~~ The Chair then called for the report of the Director which, upon his request, included a statement concerning the Janet Roper Club and its Budget. Upon the Director's recommendation and upon motion by Mr. Forsyth, seconded by Mr. Williams, this was referred to the Committee on Religious and Social Service. ~~and Warburton.~~

The Director, in describing the Janet Roper Club, also invited the Members of the Board to the War Bond Sale to be held at three o'clock on the afternoon of the present Board meeting, to be participated in by Miss Madeleine Carroll and Miss Ruth Draper. The Bonds were being sold especially to the officers and crew of the "Janet Lord Roper". ~~seconded by Mr. Wheeler, it was~~

Resolved The Chair then read and in his usual inimitable manner commented on excerpts from various reports of the Department of Special Services. ~~ancy that the expenses therefor will be covered by the Holiday Fund, but subject to supplementing if necessary from the General Funds of the Inst.~~ Business being completed, the meeting adjourned.

Dr. Pitt next submitted a  Janet Roper Club, on the basis of \$13,500.00 ~~for the cost of operation for the first year, stating that this had been discussed in a meeting of his Committee.~~ Upon his motion, seconded by Mr. Forsyth, this budget was authorized for the remainder of 1943. Secretary

Under Special Services to Seamen, and following an explanation by the Chair and the Director, upon motion of Mr. Gulden, seconded by Sir Samuel Salvage, it was

Resolved, That the President be authorized to permit the use of a facsimile of his signature on the diplomas of the Merchant Marine School, it being understood that the signatures of the Director of the Institute and the Head of the School will continue to be personally penned.

Mr. Forsyth then presented the report of the Ways and Means Committee, including a statement concerning the progress on the approaching Theatre Benefit, "A Connecticut Yankee in King Arthur's Court", on Monday evening, November 29.

Mr. Bell then presented the report of the Seamen's Church Institute Associations.

The Chair called to the attention of the Board that Thanksgiving Day would be on the fourth Thursday in November and that a change of date was necessary for the November meeting, whereupon by motion of Mr. Zabriskie seconded by Mr. Bell, the meeting was set for Thursday, November 18.

The Director then made a brief read excerpts from the Log of the Department. Business being completed, the Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on October 28, 1943, at 1:00 o'clock in the afternoon.

Mr. Michalis, the President, presided, and requested Dr. Pitt to open the meeting with prayer.

The Roll Call showed the following present: Messrs. Armour, Bell, Bradley, Bramwell, Cummings, Dorrance, Forsyth, Gulden, Knowles, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Pitt, Roberts, Salvage, Viotor, Wheeler, Williams, Winter and Zabriskie.

Excuses were received for the following: Messrs. Aldrich, Bell, Jr., Despard, Fleming, Hallock^{3d}, Mansfield, McLane, Morgan, Pell Saltzman, Satterlee, Schieffelin and Warburton.

The Secretary then read the Minutes for the meeting of September 23, 1943, and these were approved.

Dr. Pitt reported for the Religious and Social Service Committee. He stated that there is now \$2,726.27 in the Holiday Fund, and upon his motion, seconded by Mr. Wheeler, it was

Resolved, That the usual Thanksgiving and Christmas program of the Institute, including dinners for our seamen guests, be authorized with the expectancy that the expenses therefor will be covered by the Holiday Fund, but subject to supplementing if necessary from the General Funds of the Institute, as an addition to the Budget.

Dr. Pitt next submitted a proposed Budget for the Janet Roper Club, on the basis of \$13,500.00 the cost of operation for the first year, stating that this had been discussed in a special meeting of his Committee. Upon his motion, seconded by Mr. Forsyth, this Budget was authorized for the remainder of 1943.

Under Special Services to Seamen, and following an explanation by the Chair and the Director, upon motion of Mr. Gulden, seconded by Sir Samuel Salvage, it was

Resolved, That the President be authorized to permit the use of a facsimile of his signature on the diplomas of the Merchant Marine School, it being understood that the signatures of the Director of the Institute and the Head of the School will continue to be personally penned.

Mr. Forsyth then presented the report of the Ways and Means Committee, including a statement concerning the progress on the approaching Theatre Benefit, "A Connecticut Yankee in King Arthur's Court", on Monday evening, November 29.

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Minutes of the Stated Meeting

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

Business being completed, the meeting adjourned. City, on November 18, 1943, at 1:00 o'clock in the afternoon.

At the request of Mr. Michael Secretary Chair, the Rev. Mr. Burgess opened the meeting with prayer.

The Roll Call showed the following present: Messrs. Bell, Belknap, Bramwell, Burgess, Delafield, Dorrance, Fleming, Gulden, McLean, Michalis, G. P. Montgomery, J. L. Montgomery, Roberts, Victor, Warburton, Williams and Zabriskie.

Excuses were received for the following: Messrs. Aldrich, Armour, Bell, Jr., Despard, Forsyth, Hallock, 3d, Knowles, Mansfield, Morgan, Peil, Saltzman, Salvage, Satterlee, Schieffelin and Winter.

The Chair then asked Mr. Roberts if he had anything to bring up, whereupon the Treasurer referred to the purchase of No. 25 and 27 South Street for the sum of \$45,000.00, which had been approved at a previous meeting of this Board. He further reported that the purchase price was borrowed from the Committee on Trust Funds.

Therefore, on motion, duly made and seconded, the act of the Treasurer in borrowing \$45,000.00 from the Committee on Trust Funds, is hereby ratified, confirmed and approved.

The Secretary then read a letter from the State Board of Commissioners for Licensing Sailor's Hotels and Boarding Houses, calling attention to the death of their President, Mr. H. Prescott Beach, whereupon, on motion, seconded by Mr. Gulden, it was

Resolved, That the Board of Managers of the Seamen's Church Institute of New York received with regret the notification from the office of the New York State Board of Commissioners for Licensing Sailor's Hotels and Boarding Houses, of the death of Mr. H. Prescott Beach, a member of the Board of Commissioners since 1909 and President since 1914.

The Chair then read to the Board a letter from the State Department of Social Welfare to which was attached a report of the Inspector, of the Clinics of the Institute, which were approved with the same high praise as has been annually received from the State authorities.

The Chair then reported to the Board of Managers that Mr. Bell, Sr. had fallen on Sunday and broken his right arm, and he is now in the North Westchester Hospital, Mt. Kisco. The Chair also called to the attention of the Board the illness of Colonel Wainwright which had kept him from attending the Fall meetings.

Upon motion of Mr. Bechtel, duly seconded, the Secretary was requested to write letters of greeting and of sympathy to both of these Board members.

Under the Religious and Social Service Committee, Admiral Belknap presented the following resolution, which was adopted:

Resolved, That a Fund be opened for a memorial window to Mrs. Janet Lord Roper, to which seamen, Staff members and friends of the Institute will be invited to contribute, and that arrangements be made for the installation of such window at a cost of approximately \$500.00, subject to the approval of the President of the Board.

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 18, 1943, at 1:00 o'clock in the afternoon.

Under the Committee on Business presented a statement from the Business Director, requesting the sum of \$803.00 compressor used in the operation of the This was authorized to be charged against the account.

At the request of Mr. Michalis, in the Chair, the Rev. Mr. Burgess opened the meeting with prayer. Mr. Bramwell presented the report of the Ways and Means Committee.

The Roll Call showed the following present: Messrs. Bechtel, Belknap, Bramwell, Burgess, Delafield, Dorrance, Fleming, Gulden, McLane, Michalis, G. P. Montgomery, J. L. Montgomery, Roberts, Vietor, Warburton, Williams and Zabriskie.

Caspedes Sugar Company Mortgage Bonds \$1,066.18

Excuses were received for the following: Messrs. Aldrich, Armour, Bell, Jr., Despard, Forsyth, Hallock, 3d, Knowles, Mansfield, Morgan, Pell, Saltzman, Salvage, Satterlee, Schieffelin and Winter.

These securities have been held by the Committee on Trust Funds and recently. The Chair then asked Mr. Roberts if he had anything to bring up, whereupon the Treasurer referred to the purchase of No. 26 and 27 South Street for the sum of \$45,000.00, which had been approved at a previous meeting of this Board. He further reported that the purchase price was borrowed from the Committee on Trust Funds.

Under the Committee on Trust Funds, the Chair called on the Secretary. Therefore, on motion, duly made and seconded, the act of the Treasurer in borrowing \$45,000.00 from the Committee on Trust Funds, is hereby ratified, confirmed and approved. a preliminary meeting and is prepared to recommend at the December meeting of the Board.

The Secretary then read a letter from the State Board of Commissioners for Licensing Sailor's Hotels and Boarding Houses, calling attention to the death of their President, Mr. H. Prescott Beach, whereupon, on motion, seconded by Mr. Gulden, it was

The Chair then made a full statement concerning the Investment Trust. Resolved, That the Board of Managers of the Seamen's Church Institute of New York received with regret the notification from the office of the New York State Board of Commissioners for Licensing Sailor's Hotels and Boarding Houses, of the death of Mr. H. Prescott Beach, a member of the Board of Commissioners since 1909 and President since 1914.

The Chair then read to the Board a letter from the State Department of Social Welfare to which was attached a report of the Inspector, of the Clinics of the Institute, which were approved with the same high praise as has been annually received from the State authorities. It was his hope that a gift for this amount might be received. Upon motion of Mr. Gulden, seconded by Mr. Burgess. The Chair then reported to the Board of Managers that Mr. Bell, Sr. had fallen on Sunday and broken his right arm, and he is now in the North Westchester Hospital, Mt. Kisco. The Chair also called to the attention of the Board the illness of Colonel Wainwright which had kept him from attending the Fall meetings. He described the local Staff as being very happy about this and stated that on Tuesday. Upon motion of Mr. Bechtel, duly seconded, the Secretary was requested to write letters of greeting and of sympathy to both of these Board members. He had sent flowers.

Under the Religious and Social Service Committee, Admiral Belknap presented the following resolution, which was adopted: the Thrift program of the Institute to the U. S. Maritime Training Station at Great Neck. Resolved, That a Fund be opened for a memorial window to Mrs. Janet Lord Roper, to which seamen, Staff members and friends of the Institute will be invited to contribute, and that arrangements be made for the installation of such window at a cost of approximately \$500.00, subject to the approval of the President of the Board.

The meeting then adjourned.

Armand Bechtel

Secretary

Under the Committee on Business Operation, the Chair then presented a statement from the Business Manager, and approved by the Director, requesting the sum of \$803.00 for necessary repairs to the compressor used in the operation of the Institute refrigeration system. This was authorized to be charged against Repairs and Replacement Account.

Mr. Michalis presided and requested the Rev. Mr. Burgess to open the meeting with prayer.

In the absence of Mr. Forsyth, Mr. Bramwell presented the report of the Ways and Means Committee. Following present: Messrs. Belknap, Bell, Bramwell, Burgess, DeLafield, Despard, Fleming, Forsyth, Knowles, Marshall, Roberts, and Winter.

The Treasurer reported that he had received during the past two years the following securities as a contribution to the Ways and Means Fund:

Cespedes Sugar Company Mortgage Bonds	\$1,066.18
Hooker Electric Chemical Company stock	737.57
Crocker Wheeler Manufacturing Company stock	800.00
	<u>\$2,603.75</u>

These securities have been held by the Committee on Trust Funds and recently sold in whole or in part and have produced the above amount. It was regularly moved, seconded by Mr. Bramwell, and was authorized that the Committee on Trust Funds transfer the said amount to the General funds.

The Chair, as Chairman also of the Budget Committee, then presented its Report which projected a deficit of \$16,124.00, in order to provide for the Institute's operating expenses.

Under the Committee on Trust Funds, the Chair called on the Secretary to read a letter from the Chairman of this Committee as follows:

Mr. Despard, Chairman of the Committee on General Services to the Institute, reported that the Committee on Trust Funds has had a preliminary meeting and is prepared to recommend at the December meeting of the Board, subject to the advice of Counsel and our Auditors, that the Institute join the Diocesan Investment Trust by placing a substantial part of its securities in such investment trust. The Budget was adopted.

The Chair then made a full statement concerning the Investment Trust and Mr. Zabriskie added some further details, after which questions and a brief discussion followed. The Institute's running expenses a subscription of \$500.00 from the Institute such as was made in 1942. Upon motion Mr. Gulden, in the absence of Mr. Bell, presented the report of the Seamen's Church Institute Associations.

The Chair then called for the report of the Director, who in speaking of the Sailors' Day Service at the Cathedral of St. John the Divine, November 7, mentioned the lack of a proper House flag for the Institute, stating that he had found a flag complete with staff and rain case could be secured for \$85.50. It was his hope that a gift for this amount might be received. Upon motion of Mr. Gulden, seconded by Mr. Burgess, the purchase of the flag was authorized.

The Director also stated that the Netherland Seamen's Club, which at the September meeting was mentioned as possibly moving to uptown quarters from the Institute, had decided to remain here. He described the local Staff as being very happy about this and stated that on Tuesday evening they had celebrated their third anniversary at the Institute with a birthday party to which in the name of the Board and the Institute he had sent flowers.

The Chair then read excerpts from the Log of the Department of Special Services, with especial reference to the extension of the Thrift program of the Institute to the U. S. Maritime Training Station at Sheepshead Bay.

Admiral Belknap nominated for membership on the Board Captain James Harvey Tomb, U.S.N., Ret., which was seconded by Mr. Bechtel, voting to be at the December meeting.

The meeting then adjourned.



Secretary

Minutes of the Stated Meeting
of the Board of Managers of the
Seamen's Church Institute of
New York, held at 25 South
Street, New York City, on
December 23, 1943, at 1:00
o'clock in the afternoon

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The Treasurer next presented the
The Committee on Trust Funds are unanimous
Board that the Institute join the Diocesan
with it a substantial part of the Institute
under the terms of the Diocesan Trust Indenture. The Committee recom-
mends that all the Trust Funds and its Counsel with full
power to act as to them seems to the best interest of the Institute.

Mr. Michalis presided and requested the Rev. Mr. Burgess
to open the meeting with prayer.

The Roll Call showed the following present: Messrs. Belknap,
Bell, Bramwell, Burgess, Delafield, Despard, Fleming, Forsyth, Knowles,
Marshall, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Roberts,
and Williams.

Mr. Newhall then presented a memorandum from the Comptroller
recommending Excuses were received for the following: Messrs. Aldrich,
Cox, Fahnestock, Fales, Gulden, Hallock, 3rd, Mansfield, McLane, Morgan,
Pell, Salvage, Saltzman, Satterlee, Schieffelin, Tucker, Warburton,
Wheeler and Winter.

The Secretary then read a letter from Colonel Wainwright in
appreciation The Minutes of the meeting of November 18, 1943, were then
read and approved. He hopes that he soon might resume attendance at meetings.

The Chair, as Chairman also of the Budget Committee, then
presented its Report which projected a deficit of \$16,124.00, in order
to provide for the operating of the Janet Roper Club, and further to
clarify some of the items called for Committee reports as follows:

Mr. Despard, Chairman of the Committee on General Services to S.N.,
Seamen, report on the Merchant Marine School; the preceding meet-
ing.
Mr. Forsyth, Chairman, report of the Ways and Means Committee;
Mr. Bell, Chairman, report of the Committee on Seamen's Church
Institute Associations.
Discussion followed, and on motion by Mr. Forsyth, seconded by Mr. Knowles,
the Budget was adopted.

The Chair then presented a letter from the Welfare Council
of the City of New York, requesting for its running expenses a subscrip-
tion of \$500.00 from the Institute such as was made in 1942. Upon
motion, duly seconded, this was authorized, to be added to the 1944
Budget.

The Chair then made the following Committee appointments
in accordance with Sections 1 and 2 of Article V of the By-Laws:
Nominating Committee, Mr. Forsyth, Chairman, with authority to
select additional members;
Auditing Committee, Mr. Knowles, Chairman, and Mr. McLane.

The Treasurer then presented the following Resolution:
Whereas, to complete the construction and equipment of the
Institute Annex, the New Building Fund Committee of the Board
found it advisable to borrow from time to time from the Unrestricted
Funds in the Hands of the Committee on Trust Funds, and

Whereas, these loans, amounting to \$1,325,000.00 have never been
repaid to the Committee on Trust Funds, and

Whereas, these loans have caused considerable internal bookkeeping
and renewal of notes in the hands of the Bank of New York because
of time limitations, it is

Resolved, that the Treasurer be, and hereby is authorized to can-
cel this New Building Committee liability, and to reduce the re-
ported investments of the Committee on Trust Funds by the amount
of these notes.

The Treasurer next presented the following report:

The Committee on Trust Funds are unanimous in recommending to this Board that the Institute join the Diocesan Investment Trust and place with it a substantial part of the Institute's investment Securities under the terms of the Diocesan Trust Indenture. The Committee recommends that all details pertaining to participation in the Fund be delegated to the Committee on Trust Funds and its Counsel with full power to act as to them seems to the best interest of the Institute.

On motion, duly made by Mr. Forsyth and seconded by Mr. George P. Montgomery, the above recommendation was duly adopted.

Mr. Newhall then presented a memorandum from the Comptroller recommending the transfer of \$579.36 from the Institute Self-Insurance Fund to reimburse the Hotel for fire losses and equipment. Upon motion of Mr. Forsyth, seconded by Admiral Belknap, authorization was given.

The Secretary then read a letter from Colonel Wainwright in appreciation of the greetings of the Board sent during a recent illness and expressing the hope that he soon might resume attendance at meetings.

The Secretary presented also the bill from Mr. Zabriskie in the amount of \$1,711.59, for legal services, and upon motion of Mr. Williams, seconded by the Rev. Mr. Burgess, this was ordered paid.

The Board elected to membership Captain James Harvey Tomb, U.S.N., Retired who had been nominated by Admiral Belknap at the preceding meeting.

The Chair then presented a letter from Mr. Wheeler, stating that it was necessary to resign as the representative of the Institute on the New York State Board of Commissioners for Licensing Sailor's Hotels and Boarding Houses. Upon motion of Mr. Knowles, seconded by Admiral Belknap, Mr. Wheeler was thanked for his 28 years of service on this Commission, and Mr. Forsyth was appointed as his successor.

Mr. Forsyth, in the absence of Mr. Bechtel, then presented a brief report of progress for the Centennial Committee.

The Report of the Director was confined to Christmas greetings after which the Chair read excerpts from the Log of the Department of Special Services, including his Christmas greetings and adjournment.

Secretary



Minutes of the Ninety-eighth
Minutes of a Stated Meeting of
the Board of Managers of the New
Seamen's Church Institute of New
York, final, 1943 Board, held
at 25 South Street, New York City,
on January 27, 1944, at 1:00
o'clock in the afternoon.

Mr. Michalis, the President, was in the Chair and requested Bishop Manning to open the meeting with prayer. Those present were: Messrs. Armour, Bechtel, Belknap, Bell, Bradley, Bramwell, Burgess, Delafield, Despard, Dorrance, Forsyth, Gulden, Haight, Knowles, McLane, Manning, Mansfield, Marshall, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Parsons, Roberts, Salvage, Satterlee, Vietor, Warburton, Wheeler, Williams, Winter, Zabriskie and Tomb.

The Director read his Annual Report, previously presented to the Out-Excuses were presented for: Messrs. Aldrich, Beattie, Cox, Dunlap, Fales, Fleming, Hallock, 3rd, Morgan, Pell, Saltzman, Schieffelin, Tucker and also Suffragan Bishops Gilbert and Ludlow, ex officio members of the Corporation.

Mr. Satterlee then asked for the floor and in a graceful and humorous The reading of the Minutes for the meeting of December 23, 1943 was dispensed with except that the Secretary called to the attention of the Board the presence of Capt. J. Harvey Tomb, U.S.N. Ret. who had been elected at that meeting. leather bound volume, containing letters from all members of the Board except some of those in the Armed Forces together

Capt. Tomb was then presented to the Board by the Chair.

The Chair then called for the Report of the Director, which was presented to the Secretary upon whose motion, duly seconded, it was

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

Resolved, That the Board of Managers at the Annual Meeting assembled wish to record their deep appreciation of the services rendered to the Institute by their friend and colleague, Clarence W. Michalis, during the past twenty years as a Manager, including his service as Vice-President in 1926 and 1927; as Executive Director from 1928 to 1932 and as President from 1932 to 1944. Secretary

Mr. Michalis in replying stated that he had not realized that this was his twentieth anniversary and very heartily thanked the board for their gift and for their constant sense of responsibility as fellow Managers of the Institute.

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

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.

The Annual Report of the Treasurer was then presented by Mr. Roberts, which upon motion of Mr. Gulden, duly seconded, was accepted.

The Annual Report of the Committee on Trust Funds was then presented by title by Mr. Roberts, and upon motion, duly seconded, was accepted.

Mr. Forsyth then presented the Report of the Ways and Means Committee which also, upon motion, duly seconded, was accepted.

Mr. Forsyth, as Chairman of the Annual Meeting of the Corporation, nominated the following as members of the Board of Managers who were elected by a single ballot cast by the members of the Corporation.

Rev. Donald B. Aldrich, D. D.

William Armour

Edward J. Barber

Charles R. Beattie

Edwin De T. Bechtel

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

Gordon B. Bradley

Charles S. Bradley

Gerald B. Bradley

Edwin A. S. Brown

Rev. The Director

Frederick P. Delafield

Clemens E. Dwyer

Rev. The Director

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Clemens E. Dwyer

Rev. The Director

Frederick P. Delafield

Clemens E. Dwyer

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 27, 1944, at 1:10 in the afternoon (immediately following the meeting of the Out-going Board of Managers).

The Annual Meeting of the Corporation of the Seamen's Church Institute of New York was convened in the Board Room of the Institute on Thursday, January 27, 1943, at 1:10 p.m., with Mr. Michalis, the President, in the Chair.

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

The Director read his Annual Report, previously presented to the Out-going Board, the concluding paragraph of which made reference to this meeting being on the twentieth anniversary of the election of Mr. Michalis as a member of the Board of Managers.

Mr. Satterlee then asked for the floor and in a graceful and humorous vein congratulated Mr. Michalis and the Institute on his twenty years of Board membership which included his election as a Vice-President in 1926, Executive Vice-President in 1928 and President in 1932, and then presented a leather bound volume, containing letters from all members of the Board except some of those in the Armed Forces together with letters from Staff members.

Bishop Manning, as Honorary President, then took the Chair and after expressing his own appreciation of Mr. Michalis' services to the Institute and to the Diocese, the following resolution offered by Mr. Satterlee, duly seconded, was adopted unanimously and enthusiastically by a rising vote,

Resolved, That the Board of Managers at the Annual Meeting assembled wish to record their deep appreciation of the services rendered to the Institute by their friend and colleague, Clarence G. Michalis, during the past twenty years as a Manager, including his terms of office as Vice-President in 1926 and 1927; as Executive Vice-President from 1928 to 1932 and as President from 1932 to 1944.

Mr. Michalis in replying stated that he had not realized that this was his twentieth anniversary and very heartily thanked the Board for their gift and for their constant sense of responsibility as fellow Managers of the Institute.

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

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.

The Annual Report of the Treasurer was then presented by Mr. Roberts, which upon motion of Mr. Gulden, duly seconded, was accepted.

The Annual Report of the Committee on Trust Funds was then presented by title by Mr. Roberts, and upon motion, duly seconded, was accepted.

Mr. Forsyth then presented the Report of the Ways and Means Committee which also, upon motion, duly seconded, was accepted.

Mr. Forsyth, as Chairman of the Nominating Committee, then nominated the following as members of the Board of Managers for 1944, who were elected by a single ballot cast by the Secretary:

Rev. Donald B. Aldrich, D. D.	
William Armour	Honorary President
Edward J. Barber	T. Manning, D.D., LL.D., B.C.L. (ex officio)
Charles R. Beattie	
Edwin De T. Bechtel	Lay Officers
Rear Admiral Reginald R. Belknap, U.S.N., Ret.	
Gordon Knox Bell	Vice-President
Gordon Knox Bell, Jr.	Vice-President
Rev. W. Russell Bowie, D.D.	Vice-President
Charles W. Bowring, Jr.	Vice-President
Charles B. Bradley	Secretary and Treasurer
Gerald A. Bramwell	
Rev. Roelif H. Brooks, D.D.	Vice-Presidents
Edwin A. S. Brown, D.D.	Rev. Roelif H. Brooks, S.T.D.
Rev. Frederick Burgess	Rev. Samuel M. Dorrance
D. Farley Cox, Jr., D.D.	Rev. Frederic S. Fleming, D.D.
Frederick A. Cummings	Rev. Donald B. Aldrich, D.D.
Joseph H. Darlington	Louis W. Pitt, D.D.
Frederick P. Delafield	
Clement L. Despard	seconded and carried, the Officers as nomi-
Rev. Samuel M. Dorrance	single ballot authorized to be cast by the
Charles E. Dunlap	
De Coursey Fales	
Rev. Frederic S. Fleming, D.D.	the Chair to Mr. Michalis, and
Harry Forsyth	of the Corporation was adjourned.
Frank Gulden	
Charles S. Haight	
Lt. Gerard Hallock, 3rd	
Hon. Augustus N. Hand	Secretary
Oliver Iselin	
Ellis Knowles	
W. Lawrence McLane	
Rt. Rev. Wm. T. Manning, D.D.	
Richard H. Mansfield	
Charles H. Marshall	
Hon. John Masefield	
Charles Merz	
Clarence G. Michalis	
George P. Montgomery	
John Lewis Montgomery	
Com. Junius S. Morgan, U.S.N.R.	
Morton L. Newhall	
Harris C. Parsons	
Lt. John H. G. Pell, U.S.N.R.	
Rev. Louis W. Pitt, D.D.	
Franklin Remington	
Thomas Roberts	
John S. Rogers, Jr.	
Franklin D. Roosevelt	
Col. Charles E. Saltzman	
Sir Samuel A. Salvage	
Herbert L. Satterlee	
Com. John Jay Schieffelin, U.S.N.R.	
Thomas A. Scott	
Sir T. Ashley Sparks	
Rt. Rev. Ernest M. Stires, D.D.	
Capt. J. H. Tomb, U.S.N., Ret.	
Carll Tucker	
Alexander O. Vieter	
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	

Bishop Manning then took the Chair and Mr. Forsyth nominated
the following as Officers of the Institute for 1944: New York, held at
25 South Street, New York City,

Honorary President January 27, 1944, at 1:40 in
Rt. Rev. William T. Manning, D.D., LL.D., D.C.L., (ex officio) after
the adjournment of the Annual
Meeting of the Corporation.

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

Upon motion of Mr. Roberts, duly seconded, it was
Resolved, That the 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. Samuel M. Dorrance
Rev. W. Russell Bowie, D.D. Rev. Frederic S. Fleming, D.D.
Rev. Frederick Burgess Rev. Donald B. Aldrich, D.D.
Rev. Louis W. Pitt, D.D. Standing Committees as

Upon motion, duly seconded and carried, the Officers as nomi-
nated were elected through a single ballot authorized to be cast by the
Secretary.

Edwin De T. Sechtel, 2 Wall Street
Gordon Knox Bell, 22 Exchange Place

The Bishop then relinquished the Chair to Mr. Michalis, and
the Annual Meeting of the Corporation was adjourned.

De Coursey Fales, 280 Fourth Avenue
Harry Forsyth, 155 John Street
Gerald A. Bramwell, 52 Broadway
Rev. Louis W. Pitt, D.D., 802 Broadway
Thomas Roberts, 63 Wall Street
Herbert L. Satterlee, 49 Wall Street

Thomas Roberts
Secretary

Religious and Social Service

Rev. Louis W. Pitt, D.D., 802 Broadway, Chairman
Rear Admiral Reginald R. Belknap, U.S.N., Ret. Frank Guilen
Rev. Frederick Burgess Ellis Knowles

Business Operation

Gerald A. Bramwell, 52 Broadway, Chairman
Morton L. Newhall Richard H. Mansfield
Charles R. Seattle Thomas Roberts
Oliver Iselin William D. Winter

Special Services to Seamen

Clement L. Despard, 1 Cedar Street, Chairman
William Armour Charles W. Bowring, Jr.
Rear Admiral Reginald R. Belknap, U.S.N., Ret. Frank W. Warburton

Law

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

Ways and Means

Harry Forsyth, 155 John Street, Chairman
Gerald A. Bramwell Charles H. Marshall
W. Lawrence McLane Alexander C. Victor

Thomas Roberts

Trust Funds

De Coursey Fales, 280 Fourth Avenue
Charles E. Dunlap
Harry Forsyth

Seamen's Church Institute

Gordon Knox Bell, 22 Exchange Place
Frank Gulden

Minutes of the Stated Meeting of the In-coming Board of Managers of 1944 of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 27, 1944, at 1:40 in the afternoon, immediately after the adjournment of the Annual Meeting of the Corporation.

The Stated Meeting of the newly elected Board of Managers for 1944 was convened at 1:40 p.m., immediately following the Annual Meeting of the Corporation, the attendance being identical therewith, and current Mr. Michalis presiding.

Upon motion of Mr. Roberts, duly seconded, it was Resolved, That the By-Laws of the last Board of Managers of the Seamen's Church Institute of New York be and are hereby adopted as the By-Laws of the present Board. Mr. Forsyth then presented a list of nominations for the Standing Committees as follows, and this was seconded and carried:

The Chair then described the need for further funds for repairs and upon motion of Mr. Roberts, duly seconded, it was

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
Gerald A. Bramwell, 52 Broadway
Rev. Louis W. Pitt, D.D., 802 Broadway
Thomas Roberts, 63 Wall Street
Herbert L. Satterlee, 49 Wall Street

Religious and Social Service
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
Business Operation
Gerald A. Bramwell, 52 Broadway, Chairman
Morton L. Newhall
Charles R. Beattie
Oliver Iselin
Richard H. Mansfield
Thomas Roberts
William D. Winter

Special Services to Seamen
Clement L. Despard, 1 Cedar Street, Chairman

William Armour
Rear Admiral Reginald R. Belknap, U.S.N., Ret. Charles W. Bowring, Jr.
Frank W. Warburton

Edwin De T. Bechtel, 2 Wall Street, Chairman
De Coursey Fales

George Gray Zabriskie
Ways and Means
Harry Forsyth, 155 John Street, Chairman
Gerald A. Bramwell
W. Lawrence McLane
Charles H. Marshall
Alexander C. Viotor

Thomas Roberts
Secretary

Trust Funds

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

Seamen's Church Institute Associations

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

Dec. 31, 1943 Upon motion of Mr. Roberts, Seconded by Mr. Williams, it was Resolved, That the Treasurer be and he hereby is authorized to pay to the Rev. 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.

Dec. 31, 1943 Mr. Bechtel then presented the report of the Centennial Committee, describing the progress thus far made, and by motion requested that \$2,000.00 be appropriated for the expenses of the Committee. This was seconded by Mr. Forsyth and carried, the money to be paid from Unrestricted Funds.

Dec. 31, 1943 The Chair then described the need for further funds for repairs and upon motion of Mr. Satterlee, duly seconded, it was

Resolved, that the sum of \$1,140.00 be appropriated to complete repairs to the ice machine near the Engine Room, as recommended by the Comptroller and the Director, to be charged to the Repairs and Replacements Fund.

Mr. Roberts then told of the gift of \$1,500.00 from the Life Saving Benevolent Association, and upon his motion, duly seconded, it was

Resolved, That the thanks of the Board of Managers be expressed by letter from the Secretary to the Life Saving Benevolent Association for their generous gift of \$1,500.00 to the Institute. Also that this gift be appropriated:

Dec. 31, 1936 \$500.00 for the General Medical Clinic
 \$500.00 for Entertainment expense
 Dec. 31, 1937 \$500.00 for the Director's Discretionary Fund

Mr. Roberts then reported that in accordance with the recommendation of the Committee on Trust Funds approved and adopted at the meeting of the Board of Managers, December 23, 1943, the Committee has subscribed to shares in the Diocesan Investment Trust of the Diocese of New York in an approximate amount of \$369,000.00 and has delivered to the Diocesan Investment Trust securities as per attached Schedule, having a par value of \$369,000.00.

On motion, duly made and seconded, the subscription as detailed thereon, was ratified, confirmed, approved and adopted.

Dec. 31, 1943 Mr. Wheeler then asked for the floor in reference to his resignation as representative of the Institute on the State Board for Licensing Sailors' Boarding Houses, in which capacity he had served for twenty-eight years, and the election of Mr. Forsyth as his successor. In a facetious spirit he requested Mr. Forsyth to stand and to be charged with his new duties and responsibilities as a Commissioner and pinned on his lapel the shield of his new State office.

With this was completed and adjourned the first meeting of the 1944 Board of Managers of the Institute.


 Secretary

Minutes of the Stated Meeting of
the Board of the
Seamen's Church Institute of New
York City, on February 24,
1944.

SEAMEN'S CHURCH INSTITUTE OF NEW YORK

	<u>Loans from Banks</u>	<u>Loans from Committee</u>	<u>Total Loans</u>	<u>Endowment Funds</u>
Dec. 31, 1924	80,000.00		80,000.00	452,689.53
Dec. 31, 1925	525,000.00		525,000.00	451,562.19
Dec. 31, 1926	405,000.00		405,000.00	471,203.65
Dec. 31, 1927	675,000.00		675,000.00	456,930.56
Dec. 31, 1928	1,275,000.00		1,275,000.00	560,252.35
Jan. 31, 1929	1,375,000.00			
Dec. 31, 1929	1,075,000.00	495,000.00	1,570,000.00	1,148,050.43
Dec. 31, 1930	1,030,000.00	495,000.00	1,525,000.00	1,155,242.09
Dec. 31, 1931	960,000.00	495,000.00	1,455,000.00	1,418,808.76
Dec. 31, 1932	930,000.00	525,000.00	1,455,000.00	1,551,670.00
Dec. 31, 1933	910,000.00	525,000.00	1,435,000.00	1,531,836.04
Dec. 31, 1934	810,000.00	625,000.00	1,435,000.00	1,675,113.68
Dec. 31, 1935	710,000.00	725,000.00	1,435,000.00	1,663,629.19
Dec. 31, 1936	650,000.00	785,000.00	1,435,000.00	1,762,508.04
Dec. 31, 1937	600,000.00	835,000.00	1,435,000.00	1,799,000.76
Dec. 31, 1938	550,000.00	875,000.00	1,425,000.00	1,867,108.75
Dec. 31, 1939	290,000.00	1,135,000.00	1,425,000.00	2,004,661.61
Dec. 31, 1940	265,000.00	1,160,000.00	1,425,000.00	2,016,035.00
Dec. 31, 1941	250,000.00	1,175,000.00	1,425,000.00	2,075,085.11
Dec. 31, 1942	150,000.00	1,275,000.00	1,425,000.00	2,198,446.43
Dec. 31, 1943	100,000.00		100,000.00	896,914.22

Note - On December 31, 1943, the loans of the Committee on Trust Funds to the New Building Fund Committee, amounting to \$1,325,000.00 were written off.

As Doctor Kelley has indicated that you do not wish me to say anything about the presentation of the book at the Seamen's Church Institute of New York, I am taking this opportunity to tell you how deeply I appreciate all that you said in them and what a complete surprise the presentation was. The binding and the composition of the book indicate the careful thought which went into this volume of letters. However, to me this expression on your part reaches through to the staff, who have so faithfully stood by this work irrespective of difficulties and have made possible what little credit may belong to me. As I have already said, the presentation was such a complete surprise that I am still amazed that a secret could be kept so well and rather

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 24, 1944, at 1:00 o'clock in the afternoon.

Sincerely yours,

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

In the absence of the Secretary the Chair then, with the approval of the meeting, appointed Mr. Viotor as Secretary pro tem. the Comptroller, in his annual report, he referred to the Committee on Business. The Roll Call showed the following present: Messrs. Beattie, Belknap, Bell, Bell, Jr., Bradley, Bramwell, Despard, Dorrance, Forsyth, Gulden, Knowles, Marshall, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Roberts, Salvage, Tomb, Viotor, Warburton, Wheeler, Williams and Zabriskie. sent and explained the bill from the architect, Mr. John Muller, covering plans for the elimination of violations in connection with the Excuses were received for the following: Messrs. Aldrich, Cox, Hallock, 3rd, Morgan, Pell, Rogers, Saltzman, Satterlee, Schieffelin, Winter and Mansfield. rest. Upon his motion, duly seconded, the bill a total of \$860.00, was ordered paid, as an addition to the Budget.

Mr. Viotor then read the Minutes for the three meetings of January 27, and these were approved. the report of the Ways and Means Committee. In connection with this he mentioned the establishment of the Edsel The President then reported a Centennial gift of \$1,000.00 from the American Express Company, whereupon on motion of Mr. Forsyth, seconded by Mr. Williams, it was set with the Foundation. Mr. Newhall, because of frequent visits to Detroit, volunteered to be of any possible Resolved, That the thanks of the Board of Managers be conveyed to the American Express Company for their generous gift of \$1,000.00 in honor of the Centennial of the Seamen's Church Institute of New York, and that the President be requested so to write to Mr. Robert Livingston Clarkson, Chairman of the Board.

The Chair then announced the appointment of the Committee on Annual Report, Mr. Viotor as Chairman, Mr. Winter and Mr. Marshall.

settled for \$186.55, and that he be authorized to settle the second which was The Secretary then read the following communication from Mr. Michalis: ed.

The Director then made a brief report. February 14, 1944. ex- The Board of Managers especially of the Department of Special Services. The Seamen's Church Institute of New York 25 South Street being completed, the meeting then adjourned. New York, N. Y.

Gentlemen:

Secretary pro tem

As Doctor Kelley has indicated that you do not wish me to reply individually to the letters which you were good enough to write at the time of my twentieth anniversary as a member of the Board of Managers of the Seamen's Church Institute of New York, I am taking this opportunity to tell you how deeply I appreciate all that you said in them and what a complete surprise the presentation was. The binding and the composition of the book indicate the careful thought which went into this volume of letters. However, to me this expression on your part reaches through to the staff, who have so faithfully stood by this work irrespective of difficulties and have made possible what little credit may belong to me. As I have already said, the presentation was such a complete surprise that I am still amazed that a secret could be kept so well and rather

Minutes of the Stated Meeting of
the Board of Managers of the
Institute, held at 25 South Street,
New York City, on March 23, 1944.

humiliated that anything could go on at the Institute without my knowledge!

Treasuring the thoughts and the spirit of these letters, I remain

Mr. Michalis was in the Chair and at his request the Rev. Mr. Burgess opened the meeting with prayer. Sincerely yours,

The Roll Call showed (signed) C. G. Michalis Messrs. Bechtel, Bramwell, Burgess, Despard, Forsyth, Gilden, Iselin, Knowles, Marshall, Rogers, Jr., Saltzman, Salvage, Scheffelin, Walnwright, and Zabriskie.

Under Business Operation, the Chair mentioned that the Director has suggested that the recommendations of Mr. Westerman, the Comptroller, in his annual report, be referred to the Committee on Business Operation for their study and consideration. There being no objection, the Chair stated that this would be done.

Mr. Bramwell, as Chairman of the Committee on Business Operation, then presented and explained the bill from the architect, Mr. John Muller, covering plans for the elimination of violations in connection with the Auditorium of the Institute, such as seating capacity, fire resistant stairs, exits, etc., also alterations on the newly acquired building, 26 South Street. Upon his motion, duly seconded, the bill a total of \$860.00, was ordered paid, as an addition to the Budget.

Mr. Forsyth then presented the report of the Ways and Means Committee. In connection with this he mentioned the establishment of the Edsel Ford Foundation of which Mr. Craig was Treasurer and Mr. Langley Secretary, and asked whether any members of the Board had contact with these Officers or others associated with the Foundation. Mr. Newhall, because of frequent visits to Detroit, volunteered to be of any possible service.

Mr. Bell then reported for the Seamen's Church Institute Associations, and Mr. Bechtel reported progress on the work of the Centennial Committee.

Mr. Zabriskie then made a statement concerning the settlement of baggage claims, and suggested the approval of one which he had settled for \$186.55, and that he be authorized to settle the second which was pending. Upon his motion, duly seconded and carried, these were authorized.

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

Business being completed, the meeting then adjourned.

Secretary pro tem
Alexander O. Vinton
The Director then made a brief report and the Chair closed the meeting with the reading of excerpts from the reports of the Department of Special Services and other units of the Institute.

The meeting then adjourned.

Alexander O. Vinton
Secretary

Minutes of the Stated Meeting of
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 23, 1944,
at 1:00 o'clock in the afternoon.

Mr. Michalis was in the Chair and requested the Director
to open the meeting. Mr. Michalis was in the Chair and at his request the Rev. Mr.
Burgess opened the meeting with prayer.

The Roll Call showed the following present: Messrs. Armour,
Bechtel, Belknap, Bramwell, Burgess, Despard, Forsyth, Gulden, Iselin, Knowles,
Marshall, Michalis, G. P. Montgomery, Roberts, Vietor, Williams and
Zabriskie.

Excuses were reported for the following: Messrs. Aldrich,
Cox, Jr., Cummings, Fales, Fleming, Hallock, 3rd, Mansfield, Morgan,
Pell, Rogers, Jr., Saltzman, Salvage, Schieffelin, Wainwright,
Wheeler, Winter and Tucker.

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

Mr. Roberts, as Treasurer, then reported the receipt of three
checks, totaling \$4,936.82, a legacy from Mary E. Seeley, and requested
authorization for the payment of \$260.75 to the firm of Sage Gray Todd
and Simms for legal services. Upon motion of Mr. Williams, duly
seconded, this was approved, to be charged to Undesignated Funds.

Mr. Forsyth then presented the report of the Ways and Means
Committee, after which Mr. Roberts reported that pursuant to a message
received just before the meeting, 10 shares of Celanese Corporation
5% Cumulative Prior Preferred stock, were to be delivered to his office,
as the gift of Mr. Philip Carroll, for the Janet Roper Club.


Mr. Gulden then presented the report of the Seamen's Church
Institute Associations which included the offer to devote approximately
\$500.00 of the funds of the Seamen's Benefit Society, a unit of the
Central Council, toward the renovating and improving the equipment of the
Apprentices' Room, subject to the approval of the Board of Managers.
Upon motion of Mr. Gulden, duly seconded, it was, therefore,

Resolved, That the Board of Managers of the Seamen's Church Institute
of New York express their thanks and approval to the Seamen's Benefit
Society and the Central Council of Associations for their offer to reno-
vate the Apprentices' Room, at a cost of approximately \$500.00.

Mr. Bechtel then presented the report of the Centennial Com-
mittee, stressing the Service to be held in the Chapel on Wednesday
afternoon, April 12, at four o'clock, with special prayers to be said
in Episcopal and other Churches in New York the following Sunday, and
the opening of the Centennial Exhibit in the Museum of the City of New
York on Tuesday, April 18. He mentioned also the receipt of congratu-
latory letters from the President of the United States, the Governor of
New York, the Mayor of New York City, the Bishop of New York, greetings of
Admiral Emory S. Land, U.S.N., Ret., Chairman of the U. S. Maritime Com-
mission and Mr. John Masefield, Poet Laureate of England, and read from
some of the letters.

The Director then made a brief report covering the Delegates
meeting. The Director then made a brief report and the Chair closed the
meeting with the reading of excerpts from the reports of the Department
of Special Services and other units of the Institute.

The meeting then adjourned.


Secretary

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on April 27, 1944, at 1:00 o'clock in the afternoon.

The Director also reported to the Board from the City Gardens Club offering to rent the Board Room and the Apprentices' Room.

A motion was made, seconded and carried that a letter of thanks be sent to Mr. Michalis who was in the Chair and requested the Director to open the meeting with prayer.

The Director also mentioned the additional chairs for the newly renovated Roll Call showed the following present: Messrs. Armour, Bechtel, Belknap, Bell, Bell, Jr., Bramwell, Forsyth, Iselin, Marshall, Michalis, G. P. Montgomery, Newhall, Roberts, Vietor, Wainwright, Williams, Winter and Zabriskie. Then read excerpts from the Log of the Department of Special Services, particularly in reference to the work of the Ship Visitors. Excuses were reported for the following: Messrs. Aldrich, Cox, Jr., Despard, Hallock, 3rd, Mansfield, McLane, J. L. Montgomery, Morgan, Pell, Rogers, Jr., Saltzman, Salvage, Satterlee and Schieffelin. be sent to the Catholic Sailors' Club.

The Minutes for the meeting of March 23, 1944 were read and approved. The Chair also mentioned the excellent work done over a long period of time by the Legal Aid Society, and stressed their ready cooperation. The Secretary reported having signed a letter to the Bank of New York requesting a certificate to the Auditing Committee of the Board, Mr. Knowles, Chairman, concerning the transfer of securities to the Diocesan Investment Trust. Upon motion, duly seconded, this was authorized.

Mr. Bramwell reported for the Committee on Business Operation, describing the meeting recently held and the analysis made of expenditures in connection with the newly acquired property at 26 and 27 South Street, and recommendations for improvements in the Main Lobby, ventilation in the Engine Room, etc., to a total of \$12,000.00. He moved that this expenditure be authorized and this was seconded. Secretary

The Chair stressed the importance of the work under consideration and stated that it was in line with the constant improvement of the Building to meet the ever developing program of the Institute in the interest of seamen. After brief discussion and the answering of questions the expenditure was authorized as an addition to the Budget.

Mr. Forsyth then presented the report of the Ways and Means Committee, including reference to the Theatre Benefit on May 31. This was received and filed as was Mr. Bell's report for the Central Council of Associations.

Mr. Bechtel reported for the Centennial Committee, describing the Exercises on April 12 and the very successful opening of the Exhibit at the Museum of the City of New York on April 18. He mentioned particularly the plan to push the raising of \$100,000.00 to amortize the balance on the Building Debt. This was to be the subject of a special meeting of the Committee in the very near future. The report was then received and filed.

The Chair then reported that Mr. John Lewis Montgomery of the Board was a patient in the New York Hospital, due to a cardiac occlusion, where he had been visited by the Director, conveying also the greetings of the President. After another two or three weeks of rest Mr. Montgomery expects to leave the Hospital.

The Director then made a brief report covering the Delegates Meeting of the Welfare Council which Mr. Gulden, appointed by the President to represent the Board, had attended with him. This meeting had been called to discuss the proposed reorganization of the Council.

The Director also reported that a message had been received from the City Gardens Club offering to refill the window boxes in the Board Room and the Apprentices' Room.

A motion was made, seconded and carried that a letter of thanks be sent to the Garden Club.

The Director also mentioned the additional chairs for the newly renovated Apprentices' Room given by Miss de Peyster in memory of her sister.

The Chair then read excerpts from the Log of the Department of Special Services, particularly in reference to the work of the Ship Visitors, and also a letter from Dr. Atherton of the Catholic Sailors' Club of Montreal, congratulating the Institute on its Centennial. It was moved, seconded and carried that the greetings of the Institute be sent to the Catholic Sailors' Club.

The Chair also mentioned the excellent work done over a long period of time by the Legal Aid Society, and stressed their ready cooperation with the Institute through the Seamen's Branch. He stated that this Society has long been supported by gifts from lawyers, but that now additional funds are required and suggested a gift of \$50.00 from the Institute, as an addition to the Budget. Upon motion, duly seconded, this was authorized.

Business being completed, the meeting adjourned.

Mr. Forsyth presented the report of the Ways and Means Committee which was received and filed, as was also the report of the Church Institute Associations, presented by Mr. Hall.

Thomas Rolcent
Secretary

Mr. Dunlap, in the absence of Mr. Bechtel, Chairman, presented the report of the Centennial Committee, showing progress and future plans. This was received and filed.

Mr. Zabriskie, as Counsel, then reported the receipt of a notice from the Forty Fifth Avenue Corporation, stating that the five-year lease on the Director's apartment, No. 5-A, would expire in September, and was renewable for a period of from one to five years.

Upon motion of Mr. Dunlap, duly seconded and carried, Messrs. Zabriskie and Forsyth were appointed a Committee with power to act concerning the Lease renewal.

The Director then made a brief report, describing further the appreciation of the Lobby renovation. He then described the satisfactory reorganization meeting of the Welfare Council of the City of New York, at which Mr. Michalis was re-elected to the directorate until 1947.

He read also a letter of appreciation from the Legal Aid Society because of the gift from the Seamen's Church Institute of New York, and described the aid received from the organized women of the American Telephone and Telegraph Company toward the dinners and dances given in the Apprentices' Room and in the Auditorium for U. S. Maritime Service Trainees and other younger seamen.

The Chair then read excerpts from the Log of the Special Services Department, adding his own comments showing that the activities, particularly of the ship visitors, were continued on practically the same scale

as in 1943, and that the total of savings maintained at virtually the same average

Business being completed, 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 May 27, 1944, at 1:00 o'clock in the afternoon.

At the request of Mr. Michalis, presiding, the Rev. Mr. Dorrance opened the meeting with prayer.

Secretary

The Roll Call showed the following present: Messrs. Beattie, Bell, Bramwell, Delafield, Dorrance, Dunlap, Fleming, Forsyth, Gulden, Knowles, McLane, Michalis, Pitt, Roberts, Wainwright, Williams and Zabriskie.

Excuses were reported for the following: Messrs. Aldrich, Cox, Jr., Despard, Hallock, 3rd, Mansfield, Morgan, Pell, Rogers, Jr., Saltzman, Salvage, Satterlee, Schieffelin, Tomb, Tucker, Viotor and Winter.

The Minutes for April 27, 1944, were then read by the Secretary, and approved.

Dr. Pitt presented the report of the Religious and Social Service Committee, which was received and filed, after which Mr. Bramwell presented the report of the Committee on Business Operation, describing the excellent progress being made in the renovation of the Main Lobby, the sound insulation for the ceiling having already proved very effective and greatly appreciated.

Mr. Forsyth presented the report of the Ways and Means Committee which was received and filed, as was also the report of the Seamen's Church Institute Associations, presented by Mr. Bell.

Mr. Dunlap, in the absence of Mr. Bechtel, Chairman, presented the report of the Centennial Committee, showing progress and future plans. This was received and filed.

Mr. Zabriskie, as Counsel, then reported the receipt of a notice from the Forty Fifth Avenue Corporation, stating that the five-year Lease on the Director's apartment, No. 5-A, would expire in September, and was renewable for a period of from one to five years.

Upon motion of Mr. Dunlap, duly seconded and carried, Messrs. Zabriskie and Forsyth were appointed a Committee with power to act concerning the Lease renewal.

The Director then made a brief report, describing further the appreciation of the Lobby renovation. He then described the satisfactory reorganization meeting of the Welfare Council of the City of New York, at which Mr. Michalis was re-elected to the directorate until 1947.

He read also a letter of appreciation from the Legal Aid Society because of the gift from the Seamen's Church Institute of New York, and described the aid received from the organized women of the American Telephone and Telegraph Company toward the dinners and dances given in the Apprentices' Room and in the Auditorium for U. S. Maritime Service Trainees and other younger seamen.

The Chair then read excerpts from the Log of the Special Services Department, adding his own comments showing that the activities, particularly of the ship visitors, were continued on practically the same scale

Minutes of the Stated Meeting of the
Board of Managers of the Seamen's
as in 1943, and that the total of savings deposited by seamen was main-
tained at virtually the same average of a million dollars per month. ty,
on June 22, 1944, at 1:00 o'clock

Business being completed, the meeting adjourned.

Mr. Michalis presided and  to open the
meeting with prayer.

Secretary

The Roll Call showed the following present: Messrs. Bechtel,
Bell, Bramwell, Foreyth, Gulden, Iselin, Knowles, McLane, Marshall,
Michalis, G. P. Montgomery, Newhall, Roberts, Wainwright, Warburton,
Wheeler, Williams, Winter and Zabriskie.

Excuses were reported for the following: Messrs. Aldrich,
Cox, Jr., Fleming, Hallock, 3rd, Mansfield, Morgan, Pell, Rogers, Jr.,
Saltzman, Salvage, Satterlee, Schieffelin, Tucker and Victor.

The Secretary then read the Minutes of the Meeting for May 27, 1944,
which were approved.

The President then presented a letter from the Federation of
Protestant Welfare Agencies, looking to an equable division of money re-
ceived from the Turf Committee of America, through the Greater New York
Fund, and stating that heretofore the total had been divided equally
among the Roman Catholic, Jewish and Protestant Agencies and that there-
after the non-sectarian agencies were given allotments from the sum
apportioned to the Protestant group.

Upon motion of Mr. Wheeler, duly seconded and carried, the follow-
ing resolution, submitted by the Federation of Protestant Welfare Agencies
was officially endorsed:

Resolved, That in the interest of more representative organization
and planning for welfare in this community, and of the more effective
participation of all groups in this process, the Protestant agencies of
the City in the membership of the FEDERATION OF PROTESTANT WELFARE AGENCIES
request that they be recognized by the Welfare Council and The Greater
New York Fund and by City and State Departments of public welfare as a
category or group of agencies separate and distinct from the non-sectarian
group.

Resolved, That in view of the fact that non-sectarian agencies
serve Catholics, Jews and Protestants alike, it is recommended that funds
given for welfare purposes for division on a sectarian basis be distri-
buted in four equal parts to Catholic, Jewish, Protestant, and non-
sectarian agencies; and that the Federation of Protestant Welfare Agencies
be recognized as the distributing agent for the Protestant share in such
funds.

Resolved, That the foregoing resolutions be sent to each agency
in the Federation's membership, requesting that they be acted upon and
that a certified copy of the Resolutions be returned to the Federation;
also that a meeting of the agencies be called provided this might be
deemed necessary in the judgment of the Chairman.

The Treasurer then presented the bill in the amount of \$453.22
from Mr. George Gray Zabriskie, Counsel, for legal services. Upon motion
of Mr. Williams, duly seconded and carried, this was ordered paid.

Mr. Gulden then presented the report on Religious and Social
Service, which was received and filed.

Mr. Bramwell reported for the Committee on Business Operation,
describing violations on the four elevators in the Institute which lacked
proper locks, and moved that \$351.00 be appropriated as an addition to the
Budget, to correct such violations. The motion was seconded and carried.

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on June 22, 1944, at 1:00 o'clock in the afternoon.

Mr. Bramwell also described which had gone into effect on February, which the existing Institute policies therewith, retaining a staggered schedule. Mr. Warburton, duly seconded and carried, was referred to the Committee on Business Operation with power to act.

Mr. Michalis presided and requested the Director to open the meeting with prayer.

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

The Roll Call showed the following present: Messrs. Bechtel, Bell, Bramwell, Forsyth, Gulden, Iselin, Knowles, McLane, Marshall, Michalis, G. P. Montgomery, Newhall, Roberts, Wainwright, Warburton, Wheeler, Williams, Winter and Zabriskie.

Excuses were reported for the following: Messrs. Aldrich, Cox, Jr., Fleming, Hallock, 3rd, Mansfield, Morgan, Pell, Rogers, Jr., Saltzman, Salvage, Satterlee, Schieffelin, Tucker and Viotor.

The Secretary then read the Minutes of the Meeting for May 27, 1944, which were approved.

The President then presented a letter from the Federation of Protestant Welfare Agencies, looking to an equitable division of money received from the Turf Committee of America, through the Greater New York Fund, and stating that heretofore the total had been divided equally among the Roman Catholic, Jewish and Protestant Agencies and that thereafter the non-sectarian agencies were given allotments from the sum apportioned to the Protestant group.

Upon motion of Mr. Wheeler, duly seconded and carried, the following resolution, submitted by the Federation of Protestant Welfare Agencies, was officially endorsed:

Resolved, That in the interest of more representative organization and planning for welfare in this community, and of the more effective participation of all groups in this process, the Protestant agencies of the City in the membership of the FEDERATION OF PROTESTANT WELFARE AGENCIES request that they be recognized by the Welfare Council and The Greater New York Fund and by City and State Departments of public welfare as a category or group of agencies separate and distinct from the non-sectarian group.

The Director then made a report, including a statement that the employees of the Institute had contributed \$626.25 to The Greater New York Fund.

Resolved, That in view of the fact that non-sectarian agencies serve Catholics, Jews and Protestants alike, it is recommended that funds given for welfare purposes for division on a sectarian basis be distributed in four equal parts to Catholic, Jewish, Protestant, and non-sectarian agencies; and that the Federation of Protestant Welfare Agencies be recognized as the distributing agent for the Protestant share in such funds.

Mr. Zabriskie then reported on the renewal of the lease for the Apartment of the Director at 40 Fifth Avenue, and that he and Mr. Forsyth

Resolved, That the foregoing resolutions be sent to each agency in the Federation's membership, requesting that they be acted upon and that a certified copy of the Resolutions be returned to the Federation; also that a meeting of the agencies be called provided this might be deemed necessary in the judgment of the Chairman.

The Treasurer then presented the bill in the amount of \$453.22 from Mr. George Gray Zabriskie, Counsel, for legal services. Upon motion of Mr. Williams, duly seconded and carried, this was ordered paid.

Mr. Gulden then presented the report on Religious and Social Service, which was received and filed.

Mr. Bramwell reported for the Committee on Business Operation, describing violations on the four elevators in the Institute which lacked proper locks, and moved that \$351.00 be appropriated as an addition to the Budget, to correct such violations. The motion was seconded and carried.

Minutes of the Stated Meeting

Mr. Bramwell also described the change in fire insurance premiums which had gone into effect on February 1, 1944, and suggested a way in which the existing Institute policies could be brought into conformity therewith, retaining a staggered schedule of payments. Upon motion of Mr. Warburton, duly seconded and carried, this was referred to the Committee on Business Operation with power to act.

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

He also described the long-standing plan for store window displays under the Institute publicity manager, and asked the assistance of Board members in securing additional windows in the uptown and eastward portion of the City.

Excuses were reported for the following: Messrs. Aldrich, Seattle, Mr. Bell then presented the report of the Seamen's Church Institute Associations which was received and filed. Messrs. Salvage, Schieffelin, Tucker, Victor and Warburton.

Mr. Bechtel reported for the Centennial Committee, including a request of the Museum of the City of New York for the extension of the Institute Exhibit from July 2 to September 18. As an immediate answer had been necessary, he stated he had authorized this extension, but felt his action should be ratified by the Board. It was done upon motion of Mr. Williams, duly seconded.

Mr. Bechtel then described the expense involved in the solicitation of the contributors to the Institute for the Centennial Fund, the cost of which would be about \$750.00. He stated also that a previous appropriation of \$2,000.00 had been exceeded by \$400.00. He asked a decision on the part of the Board as to the course to be pursued.

The Chair stated that he considered advisable the solicitation of contributors and suggested \$1,500.00 be allotted to the Committee for expenses. This was adopted. (See Resolution)

Upon motion of Mr. Bechtel, duly seconded and carried, the solicitation of contributors together with the appropriation of \$1,500.00 for Committee expenses, was authorized, this to be an addition to the Budget. Upon motion of Mr. Williams, seconded by Mr. Despard, it was

The Director then made a report, including a statement that the employees of the Institute had contributed \$626.25 to The Greater New York Fund, more than double that of 1943; that the office of the Belgian Consul General had contributed \$2,000.00 in appreciation of Institute aid in housing the Belgian Seamen's Club; and that a long-standing request on the part of the Danish authorities for space for a Club for Danish seamen had been renewed and that such space was now available.

Mr. Zabriskie then reported on the renewal of the lease for the Apartment of the Director at 40 Fifth Avenue, and that he and Mr. Forsyth with whom he had been given power to act, recommended that this be for one year at the present rate. Upon motion of Mr. Zabriskie, duly seconded and carried, this was authorized.

Upon motion of Mr. Roberts, duly seconded and carried, an expenditure of \$1,000.00 was authorized for the purchase of a new apartment. The Chair then read excerpts from various reports, particularly the Log of the Department of Special Services, after which, business being completed, the meeting adjourned.

Mr. Roberts also explained that, the New York Board of Fire Underwriters, 110 South Street, should be installed at a cost of \$700.00. Upon his motion, seconded by Mr. Despard, this was authorized as an addition to the Budget.


Secretary

Mr. Roberts then presented the report of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on September 28, 1944, at 1:00 o'clock in the afternoon.

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 28, 1944, at 1:00 o'clock in the afternoon.

Mr. Despard as Chairman of the Committee on Special Services to Seamen, Mr. Michalis presided and requested the Director to open the meeting with prayer. Mr. Despard as Principal Emeritus of the Merchant Marine School with which he had been connected since 1916, and who at present is not The Roll Call showed the following present: Messrs. Armour, to Bechtel, Belknap, Bell, Despard, Forsyth, Michalis, Pitt, Roberts, Williams, Winter and Zabriskie.

Excuses were reported for the following: Messrs. Aldrich, Beattie, Cox, Jr., Cummings, Delafield, Fleming, Hallock, 3rd, Iselin, Knowles, Morgan, Pell, Rogers, Jr., Saltzman, Salvage, Schieffelin, Tucker, Vietor and Warburton. The Minutes of the meeting of June 22, 1944 were then read by the Secretary and approved. The following, which being duly seconded, was adopted:

The Secretary then read a letter from Mr. Cummings of the Board, stating that illness confines him to the house and requesting to be excused from meetings this year. Upon motion, duly seconded and carried, the Secretary was requested to write to Mr. Cummings not only to assure him of the excuses being made, but also of the greetings and best wishes of the Board.

Mr. Forsyth then presented the report of the Ways and Means Committee. Mr. Roberts, in the absence of Mr. Bramwell, Chairman of the Committee on Business Operation, explained the situation concerning the sale of travelers' checks handled by the Institute ship visitors in Norfolk, Virginia, and offered the resolution as attached, which being duly seconded, was adopted. (See Resolution)

Mr. Roberts then suggested that he be authorized to open a year deposit account for the protection of cash handled in San Francisco, for the sale of travelers' checks by the Institute shipboard visitor. Upon motion of Mr. Williams, seconded by Mr. Despard, it was referred to the Committee on Business Operation.

Resolved, That this corporation enter into a rental agreement for the safe deposit boxes with BANK OF AMERICA NATIONAL TRUST AND SAVINGS ASSOCIATION (in San Francisco, California), in the form and subject to the terms and conditions as contained in the bank's rental agreement and the president and treasurer be and they are hereby authorized to execute said rental agreement on its behalf; and Clarence G. Michalis, Thomas Roberts, and Sydney N. Graves, or any one of them, are hereby authorized to surrender the said boxes and to execute in favor of the Bank a release of all liability arising from such rental. This resolution shall remain in effect until a certified copy of a resolution revoking or modifying it shall be received at the office or branch of the Bank at which the boxes are located.

Upon motion of Mr. Roberts, duly seconded and carried, an expenditure of \$715.00 for a salad and sandwich refrigerator to replace the present obsolete unit, was authorized, to be charged to Repairs and Replacements.

Mr. Roberts also explained that, confirming the requirements of the New York Board of Fire Underwriters, fire doors in addition to the existing doors, connecting the Institute and the newly acquired property, 26 and 27 South Street, should be installed at a cost of \$700.00. Upon his motion, seconded by Mr. Despard, this was authorized as an addition to the Budget. reference to the Credit Bureau and to the Janet Roper Club, mentioning also the Janet Roper Room in the Institute and the Game Room and the Seamen's Lounge on the Third Floor both of which

Mr. Roberts then presented the request of the Fanrod Restaurant, 26 South Street, for a decision as to continuance of their lease which expires April 30, 1945. Upon motion of Mr. Forsyth, duly seconded and carried, this was referred to the Committee on Business Operation with power to act.

Mr. Despard as Chairman of the Committee on Special Services to Seamen, explaining the propriety of continuing the present salary of Capt. Robert Huntington as Principal Emeritus of the Merchant Marine School with which he had been connected since 1916, and who at present is not required for actual teaching, suggested that this be charged to the Institute Account instead of to the School where it throws the Budget out of balance. Upon his motion, duly seconded, this was authorized, the Chair remarking that any pensions should be so charged rather than to the Department in which the employee had served.

Mr. Despard, referring to correspondence between the Director and the Danish Consul General regarding space for a Danish Merchant Seamen's Club, such being available on the Second Floor in the rear of the British Merchant Marine Club, and concerning which the Board had had informal notice, moved the following, which being duly seconded, was adopted:

Resolved, That the Board of Managers ratify the offer of space at the rear of the Second Floor of the Institute building, to the Danish Committee for a Danish Seamen's Reading Room, in accordance with the correspondence between the Danish Consul General and the Director.

Mr. Forsyth then presented the report of the Ways and Means Committee which was received, and he also reported on the fall Theatre Benefit to be held Thursday, November 16, at The New Century Theatre, the play being "Rhapsody".

For the Committee on Trust Funds Mr. Roberts stated that there was \$79,000.00 of uninvested money on hand, concerning which the Committee proposed to make no changes until the latter part of the year.

He also mentioned the estate of Philip A. Urich from which was received in 1931 fifteen shares of 6 per cent. cumulative preferred stock of the Summers Fertilizer Company, Inc. In 1939 these shares were exchanged for $22\frac{1}{2}$ shares Class A stock and $3\frac{3}{4}$ shares Class B stock. In 1942 the $22\frac{1}{2}$ shares of Class A stock were exchanged for \$1,100.00 face value 6 per cent. serial notes.

Mr. Roberts then proposed selling the remaining $3\frac{3}{4}$ shares of Class B stock, and upon motion of Mr. Williams, duly seconded by Mr. Despard, it was unanimously

Resolved, That Thomas Roberts, Treasurer, be and he hereby is authorized and empowered in his absolute discretion to sell, assign or transfer $3\frac{3}{4}$ shares of Class B stock of Summers Fertilizer Company, Incorporated at such price or prices as to him seems best and is further authorized to execute on behalf of the Seamen's Church Institute of New York any and all papers as may be necessary to sell, assign or transfer the above shares.

Mr. Bechtel, Chairman of the Centennial Committee, made a brief report, showing that \$28,855.74 (net) had been received thus far and stated that the Committee was following up other possible opportunities for gifts and requested suggestions from Board members particularly as to Foundations which might be approached.

Dr. Pitt then reported for the Religious and Social Service Committee with special reference to the Credit Bureau and to the Janet Roper Club, mentioning also the Janet Roper Room in the Institute and the Game Room and the Seamen's Lounge on the Third Floor both of which

Resolution of Directors re Banking Account, Loans, Etc.

had been visited by the members of the Committee after their meeting on Wednesday, September 27. Dr. Pitt stated that \$2,317.30 remained in the Holiday Fund and moved the following resolution, which being duly seconded, was adopted:

Resolved, That the Board authorize the customary Thanksgiving and Christmas program for seamen, including dinners and entertainment, this to be financed from the Holiday Fund, supplemented by an appropriation of the Board of Managers, if required.

In view of the Religious and Social Service Committee report and of the general situation within the Institute, Mr. Michalis then stated his desire to have a study of program and operations made by a Committee of the Board, consisting of Mr. Forsyth, Chairman, Mr. Roberts and Mr. Bramwell, to study the Institute as a whole and to report back to the Board. Upon motion of Mr. Williams, seconded by Admiral Belknap, this was authorized.

The Chair, Mr. Michalis, then presented to the Board a plan to raise money for the modernization of the Institute plant and equipment. This he stated had evolved from calls which he had requested the Director and Capt. Morasso to make on leaders in the shipping industry for the Centennial debt and modernization fund. These calls brought from the shipping men a unanimous recommendation that instead of a debt campaign, a campaign for modernization for the sum of \$250,000.00 be conducted.

The Chair then described three Committee meetings which had been held in which he, Dr. Kelley and Capt. Morasso had joined with eight leading shipping authorities, explaining the necessity for completing the campaign by the end of 1944, which had hurried the above action.

He stated that the employment of a special fund raising firm had been recommended, Reuel Estill and Company, Inc., and then presented a letter from this firm which is attached to these Minutes, the campaign being conducted for a fee of \$12,000.00, covering five experts, and that it was estimated that the budget for office staff, printing, etc. would be approximately from \$8,000.00 to \$10,000.00.

After discussion and questions, upon motion of Mr. Bechtel, seconded by Mr. Despard, the plan evolved and the proposal of Reuel Estill and Company, Inc. were unanimously approved.

The Chair then, calling to the attention of the Board that Dr. Kelley had just completed his first ten years as Director, and expressing the good wishes of the Board, called upon him for his report.

The Director thanked the President and the Board and stated that for him it had been a very happy ten years and expressed his appreciation for the cooperation both of the Board and the Staff.

The Director then reported the sudden death of LeRoy F. Gates, the Commissary supervisor, a member of the Institute Staff for twenty-two years. Upon motion, duly seconded and carried, the Secretary was directed to send a message of regret and sympathy to the family.

Business being completed, the meeting adjourned.

Secretary.

Secretary

Thomas K. Cole

Copy

Resolution of Directors re Banking Account, Loans, Etc.

SEAMEN'S CHURCH INSTITUTE OF NEW YORK

CORPORATION

At a meeting of the Board of Directors duly held on the 28th day of September 1944

It was resolved:

(1) THAT The Seaboard Citizens National Bank of Norfolk be, and hereby is designated as a depository of the funds of this Corporation, and that Clarence G. Michalis the President Harry Forsyth the Vice President Thomas Roberts the Treasurer, or Thomas Roberts the Secretary of said Corporation, individually, and Leslie C. Westerman and William E. Bunce, jointly, OR ANY OF SAID PERSONS, OR ANY OF THEIR SUCCESSORS IN OFFICE BE AND THEY HEREBY ARE EACH SEVERALLY AUTHORIZED from time to time for and on behalf of this Corporation, to make or sign cheques, drafts, notes, obligations, releases, agreements, receipts, acceptances or other instruments; to endorse cheques, notes, drafts, money orders or any other instruments, for or relating to the payment of money; to accept drafts, to procure loans, discounts or rediscounts or advances with or without security; to create liens upon or make transfers of any property to secure or pay said Bank; to enter into any agreement relating to general or specific transactions with said Bank; to do all acts incidental to any of the above matters; and to pay, adjust, compromise or secure any transactions, matter or liability; and to do all acts therein; to pay all sums due or to become due; to accept and receive notices, demands, vouchers, papers and property and execute receipts, acquittances and agreements pertaining to the same and generally to do all acts and things with reference to any transaction in the name of or on behalf of this Corporation with The Seaboard Citizens National Bank of Norfolk, or in carrying on its business relations therewith which any of said persons may see fit.

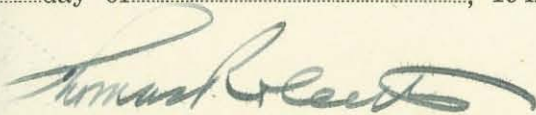
(2) THAT The Seaboard Citizens National Bank of Norfolk be and hereby is authorized to honor and pay all instruments above mentioned, payable to said Bank, or payable or endorsed to the order of the officer signing it on behalf of this Corporation, or to any other officer or officers or agent or agents of this Corporation, or otherwise, whether tendered in payment of the individual obligation or deposited to the personal account of any such officer or officers or agent or agents, or otherwise.

(3) THAT this resolution be communicated to The Seaboard Citizens National Bank of Norfolk and remain in force until notice in writing to the contrary be given to The Seaboard Citizens National Bank of Norfolk and receipt of such notice acknowledged by it.

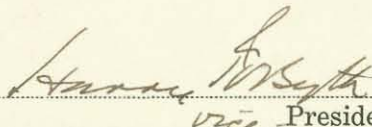
CERTIFICATE

We, the undersigned, hereby certify that the foregoing resolution was duly passed at a legally held meeting of the Board of Directors of the SEAMEN'S CHURCH INSTITUTE OF NEW YORK Corporation, duly held the 28th day of September, 1944.

WITNESS our hands and seal of the Corporation at New York City this 20th day of October, 1944.



Secretary.



vice President.

(SEAL)

#9
Handwritten
Confidential

REUEL ESTILL AND COMPANY

INCORPORATED

551 FIFTH AVENUE, NEW YORK 17, N.Y.

MURRAY HILL 2-5968

September 22nd 1944

Dear Mr Michalis,-

I am pleased to confirm the proposal discussed yesterday at luncheon with yourself, other members of the Board and Dr Kelley, for a capital fund campaign for the Seamen's Church Institute of New York.

Reuel Estill & Company is prepared to undertake the organization and direction of a campaign to raise a capital sum of \$250,000. While we would have preferred to have a longer period of time we recognize the necessity for completing the campaign in 1944. We suggest therefore that the period of our engagement be October 1st to December 31st. The Company will assign trusted and experienced members of its staff as follows: director, associate director, office manager, special writer for the main piece of campaign literature and a publicity director. The associate director is being added to the staff to make up for the short space of time allotted for the campaign. The Company's records, compiled from many campaigns in which we have been engaged in New York will be made available to you.

The fee for our service will be \$12,000, payable in semi-monthly installments, beginning the date of our engagement.

We understand that this campaign is not to include the regular program of mail solicitation conducted by the Institute for its annual maintenance, and also that the present effort to wipe out the indebtedness of approximately \$100,000 is separate and distinct. The objective of this campaign is to organize the entire shipping industry and its allied branches

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 26,
1944, at 1:00 o'clock in the
afternoon.

Mr. Michalis, presiding, requested Dr. Fleming to open the
meeting with prayer.
and any trade or commercial groups which have a
sympathetic interest in the Institute. The emphasis
is to be placed upon corporation gifts, although
the campaign will not be excluded from obtaining
individual gifts. It is to be a "one time" effort.

In addition to the fee there will
be the miscellaneous expenses for stenographic services,
publicity expense, printing, telephone, postage, head-
quarters expense and possibly some luncheons and
dinners. We estimate that these expenses will amount
to approximately \$8,000 to \$10,000. Immediately upon
our engagement we will prepare a detailed budget cover-
ing these items which will be submitted to the Control
Committee for its approval. Any saving in the budget
will, of course, revert to you.

With appreciation for your consideration,
we remain

Sincerely yours,


President

Clarence G Michalis Esq
President
Seamen's Church Institute of New York
25 South Street
New York 4 N Y

sign as such officer as herein provided. 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 26, 1944, at 1:00 o'clock in the afternoon. Business Operation then

Resolved, That the foregoing provisions continue in force until formally rescinded or rescission filed with said Bank. Mr. Bramwell, Chairman of the Council, made a brief report, and moved that the purchase of a station wagon for the Mr. Michalis, presiding, requested Dr. Fleming to open the meeting with prayer. As duly seconded and carried. Details concerning this would be reported by Mr. Bell.

The Roll Call showed the following present: Messrs. Belknap, Bell, Bramwell, Burgess, Delafield, Fleming, Forsyth, Gulden, Knowles, Marshall, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Roberts, Salvage, Warburton, Williams and Zabriskie. A motion was referred to the Law Committee for an opinion.

Excuses were reported for the following: Messrs. Aldrich, Bechtel, Cox, Jr., Cummings, Hallock, 3rd, Mansfield, Morgan, Pell, Rogers, Jr., Saltzman, Schieffelin, Tucker and Winter.

Mr. The Treasurer then reported that since it had been the intention of the Board of Managers to liquidate the Building Debt through the cooperation of the Centennial Committee, the Officers decided to add to money already raised by this Committee sufficient unrestricted funds to pay off the entire balance of \$100,000.00, and that this had been accomplished. The Building Debt, which by January 1, 1929 had reached a peak of \$1,375,000.00, was thus entirely liquidated and the Institute for the first time since that date was free from debt. This would in no way interfere with the endeavors of the Centennial Committee to raise the \$100,000.00 for the debt cancellation.

The Treasurer stated that the liquidation was deemed advisable in view of the Modernization Drive among the shipping industry, as it had been pointed out that no funds so raised would be used for debt payment.

Upon motion by Mr. Forsyth, duly seconded and carried, the November meeting. The Treasurer also explained that the Steering Committee of the Modernization Campaign had appointed as Treasurer Mr. Walter G. Kimball, President of The Commercial National Bank and Trust Company of New York, and upon motion, duly seconded, it was

Resolved, That the COMMERCIAL NATIONAL BANK AND TRUST COMPANY OF NEW YORK be and hereby is designated as a depository of the funds of this Corporation; and further

Resolved, That each of the following officers, viz: Clarence G. Michalis, President Harry Forsyth, Vice-President Thomas Roberts, Treasurer

be and they hereby are authorized from time to time, for and on behalf of this Corporation, to sign checks, drafts or orders for the payment or withdrawal of funds of this Corporation; and further

Resolved, That said Bank be and hereby is authorized to pay any and all said checks, drafts or orders drawn on the account of this Corporation with said Bank and signed as above provided, including such as may be drawn to the order or endorsed in favor of any officer signing and/or endorsing the same; and further

Resolved, That the Treasurer of this Corporation be and hereby is authorized and directed to certify to said Bank under the seal of this Corporation, a copy of these resolutions and from time to time to certify to said Bank the names, and to deliver to said Bank specimen signatures, of the persons at the time of such certification holding the respective offices hereinabove mentioned; and further

Resolved, That until said Bank shall receive a certificate under the seal of this Corporation as to the expiration or termination of office of any person so certified to be an officer of this Corporation, said Bank may rely absolutely upon the authority of such person to

Special Services, after which the meeting adjourned.

Secretary

Minutes of the Stated Meeting of
the Officers of the
New York City, on November 30,
1944, at 1:00 o'clock in the after-

sign as such officer as herein provided; and further

Resolved, That the foregoing powers and authorities shall continue in force until formally rescinded and written notice of such rescission filed with said Bank.

Mr. Bramwell, Chairman of the Committee on Business Operation then made a brief report, and moved that the purchase of a station wagon for the Institute from Posey Motors, Inc. for the sum of \$1,625.00 be authorized. This was duly seconded and carried. Details concerning this would be reported by Mr. Bell.

The Roll Call showed the following present: Messrs. Buchtel, Mr. Williams then presented a statement concerning the inclusion of merchant seamen in the provisions of a pending Federal "G I" Bill of Rights. Upon motion, duly seconded and carried, this was referred to the Law Committee for an opinion.

Excuses were received from the following: Messrs. Aldrich, Mr. Forsyth then reported for the Ways and Means Committee, including a statement concerning the Benefit. Saltzman, Salvage, Batteries, Schieffelin and Tucker.

Mr. Forsyth also reported for the Centennial Committee, stating the amount raised to date was \$32,225.74. Mr. Bell, 1944, were then read and approved.

Mr. Bell then presented the report of the Seamen's Church Institute Associations in which he stated that the Women's Organization for the American Merchant Marine, Inc. had presented to the Director a check for \$1,000.00 for the purchase of a station wagon. He also reported that at the last meeting of the Central Council of Associations Mrs. Emory S. Land, wife of the Chairman of the U. S. Maritime Commission, had been elected Honorary Chairman of the Central Council of Associations, subject to the approval of the Board of Managers of the Institute. Mr. Bell, to his cost of this work.

Upon motion, duly seconded and carried, the appointment together with the necessary change of By-Laws was approved. Mr. Warburton presented the report of the Committee on General Services to Seamen, with permission.

Upon motion by Mr. Forsyth, duly seconded and carried, the November meeting of the Board was advanced to Thursday, November 30, to avoid conflict with Thanksgiving Day. Captain Morasco was appointed Manager. Upon Mr. Warburton's motion, seconded by Mr. Forsyth, the report was adopted.

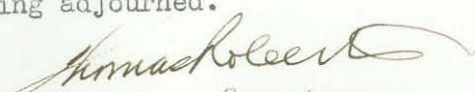
The Director then made a short report with particular reference to further progress of the reorganization of the Seamen's Church Institute of America under a joint committee recently appointed by the General Convention in 1943. This is to include a change of name, the avoidance of fund raising, a readiness to work with the Council of Seamen's Agencies and the hope for a reaffiliation of the Seamen's Church Institute of New York. At his suggestion, upon motion of Admiral Belknap, duly seconded and carried, this was referred to the Chair with power to negotiate.

In the absence of Mr. Bell, Chairman of the Committee on Seamen's Chair The Chair then made a statement with regard to the Council of Seamen's Agencies and the United Seamen's Service, and that Captain N. Nicolson of Mobile had been elected Chairman. He emphasized the need for changes and getting together, and stated it might be necessary for him to ask for funds from the Board toward strengthening this new organization, The Council of Seamen's Agencies.

Mr. Forsyth, Chairman of the Special Committee on Program and Upon Mr. Forsyth then told the Board of the decoration of Mr. Michalis and of Dr. Kelley as Officers of the Order of Orange-Nassau by a decree of Her Majesty Wilhemina, Queen of the Netherlands, and Mr. Knowles followed by a reading of the invitation to the ceremony held in the Home for Netherland Seamen in the Institute, Wednesday, October 11, together with the Citation. The Sheephead Bay service be discontinued as of the end of the year.

Upon motion of Mr. Forsyth, duly seconded and carried, this was ordered mentioned in the Minutes. report will be made. Upon his motion, seconded by Mr. Bramwell, the discontinuance as of January 1, 1945, of

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


Secretary

Minutes of the Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, held at 25 South Street, New York City, on November 30, 1944, at 1:00 o'clock in the afternoon.

The Chair then stated that studies made by the Special Committee.

In the absence of Dr. Pitt, Chairman of the Service Committee, a brief report was received by the Rev. Mr. Burgess, which was received and filed.

Mr. Michalis, presiding, requested the Rev. Mr. Dorrance to open the meeting with prayer. He mentioned the renewal of the lease of the Janet Roper Club, to which he had arranged for the addition of a thirty-day can. The Roll Call showed the following present: Messrs. Bechtel, Bramwell, Burgess, Forsyth, Knowles, McLane, Marshall, Michalis, G. P. Montgomery, Parsons, Roberts, Tomb, Vietor, Warburton, Washburn, Williams, Winter and Zabriskie.

The Director then made a brief report, beginning with the statement to Excuses were received from the following: Messrs. Aldrich, Beattie, Bell, Cox, Jr., Cummings, Despard, Fleming, Gulden, Hallock, 3rd, Mansfield, Morgan, Pell, Rogers, Jr., Saltzman, Salvage, Satterlee, Schieffelin and Tucker. Action between the two Institutes, and this was amplified by the Chair. Upon motion of Mr. Bramwell, seconded by Mr. Mon The Minutes for the meeting, October 26, 1944, were then read and approved.

The Chair then read excerpts from the Log of the Department of Special The President gave a most encouraging progress report on the Modernization Campaign. the British Merchant Navy Club in payment of the expense for lighting and heating since the inception of the Club. He also reported a virtual rusting away of the drain from the main public wash-room and upon his motion, seconded by Mr. Williams, and duly carried, \$1,000.00 was ordered appropriated from the Repairs and Replacements Fund, to cover the cost of this work.

In the absence of Mr. Despard, Chairman, Mr. Warburton presented the report of the Committee on General Services to Seamen, with particular reference to the recommendation of the Director, approved by the Committee, the Employment Department be incorporated into the Department of Education and that Captain Morasso be appointed Manager. Upon Mr. Warburton's motion, seconded by Mr. Forsyth, the report was adopted, ratifying this action of the Committee.

Mr. Williams then made the report of the Law Committee, concerning the so-called "G. I. Bill of Rights" pending before Congress. Due to difficulties of correct evaluation, it was stated that it was the view of the Committee that it should take no position in the premises. Upon his motion, duly seconded, the report was accepted.

In the absence of Mr. Bell, Chairman of the Committee on Seamen's Church Institute Associations, the report was presented by the Director, and ordered placed on file.

Mr. Bechtel then presented the report of the Centennial Committee, showing the gross collected to date to be \$37,402.76.

Mr. Forsyth, Chairman of the Special Committee on Program and Operations, who was called upon, made the following statement:

The Special Committee on Program and Operations report that they are still studying the various activities of the Institute and are not making any recommendations at this time other than that the Sheepshead Bay service be discontinued as of the end of the year.

At the December meeting a further report will be made. Upon his motion, seconded by Mr. Bramwell, the discontinuance as of January 1, 1945, of the Sheepshead Bay Station was authorized.

Minutes of the Stated Meeting of
the Board of Managers of the
Seamen's Church Institute of New
York City, on December 28,
1944, at 1:00 o'clock in the

The Chair then stated that studies of the 1945 Budget were being made by the Special Committee.

In the absence of Dr. Pitt, Chairman of the Religious and Social Service Committee, a brief report was read by the Rev. Mr. Burgess, which was received and filed.

Mr. Zabriskie then mentioned the renewal of the lease of the Janet Roper Club, to which he had arranged for the addition of a thirty-day cancellation clause as the privilege of each party to the lease, and upon motion of Mr. Forsyth, duly seconded and carried, the renewal was so authorized.

The Director then made a brief report, beginning with the statement to the Board that the Seamen's Church Institute of Newport had recently celebrated its twenty-fifth Anniversary and recommended that suitable greetings be sent from the Board of Managers. He stated that there was a close connection between the two Institutes, and this was amplified by the Chair. Upon motion of Mr. Bramwell, seconded by Mr. Montgomery, greetings were ordered sent.

The Chair then read excerpts from the Log of the Department of Special Services, and stated also that a check in the amount of \$4,136.67 had been received from the British Merchant Navy Club in payment of the expense for lighting and heating since the inception of the Club. He also reported a gift of \$1,000.00 from Free Holland of the Seas, sponsors of the Home for Netherland Seamen in the Institute, as a contribution to the work of the Institute.

The meeting then adjourned.

The Treasurer then moved that \$1,000.00 be contributed to the Discretionary Fund of the Director, which was seconded, and after a brief statement by the Chair on the history of this Fund, was carried.


Secretary

The Treasurer also moved that a safe deposit box be opened in the Seaboard Citizens National Bank of Norfolk, Virginia, for the use of the ship visitor stationed there. This being seconded, was authorized.

The Treasurer then presented the bill of George Gray Zabriskie, as counsel for the Institute, for the year in the amount of \$1,005.80 and moved that this be paid. This being seconded, it was so authorized.

The Treasurer then explained that certain securities, received through legacies and otherwise, were sold at a loss some years ago and that this loss still appeared in the annual published report of the Committee on Trust Funds. It was suggested that the Treasurer be authorized to change the form of the annual report as published in the Outlook, so as to eliminate the continued reporting of these losses on sales and liquidation which have long since been written off the books of account of the Institute. Upon motion of Mr. Bramwell, duly seconded, such authorization was given.

The Treasurer also suggested that money heretofore or yet to be received toward the cancellation of the building debt through the efforts of the Centennial Committee, be transferred to the Committee on Trust Funds. Upon motion of Mr. Bechtel, Chairman of the Centennial Committee, duly seconded, such transfer was authorized.

Mr. Michalis then, as Chairman of the Executive Committee, sitting as the Budget Committee, rendered his report. He made a statement con-

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 28, 1944, at 1:00 o'clock in the afternoon.

Mr. Michalis, presiding, requested the Rev. Mr. Burgess to open the meeting with prayer.

The Roll Call showed the following to be present: Messrs. Armour, Bechtel, Bramwell, Burgess, Despard, Dorrance, Forsyth, Gulden, Marshall, Michalis, G. P. Montgomery, J. L. Montgomery, Newhall, Parsons, Roberts and Vietor.

Excuses were received from the following: Messrs. Aldrich, Beattie, Cox, Jr., Cummings, Fleming, Hallock, 3rd, Knowles, Mansfield, Morgan, Pell, Pitt, Rogers, Jr., Saltzman, Salvage, Satterlee, Schieffelin, Warburton and Winter.

The Minutes for the meeting, November 30, 1944, were then read and approved.

The Chair then made the progress report on the Modernization Campaign and presented a letter from Reuel Estill & Company stating that the expenses up to December 31 were approximately \$3,500. under the sum authorized by the Board at the beginning of the Campaign. Mr. Estill stated that he was confident that the goal of \$250,000. would be reached early in January and suggested extension of the Campaign to the end of January to obtain the largest possible over-subscription. This could be accomplished within the \$3,500. balance remaining from the original appropriation. Upon motion, duly seconded, this was authorized.

The Treasurer then moved that \$1,000. be appropriated to the Discretionary Fund of the Director, which was seconded, and after a brief statement by the Chair on the history and purpose of this Fund, was carried. Mr. Gulden then presented a brief report from the Committee on Seamen's Church Institute Associations, which was received and filed.

The Treasurer also moved that a safe deposit box be opened in the Seaboard Citizens National Bank of Norfolk, Virginia, for the use of the ship visitor stationed there. This being seconded, was authorized.

The Treasurer then presented the bill of George Gray Zabriskie, as counsel for the Institute, for the year in the amount of \$1,005.80 and moved that this be paid. This being seconded, it was so authorized.

The Treasurer then explained that certain securities, received through legacies and otherwise, were sold at a loss some years ago and that this loss still appeared in the annual published report of the Committee on Trust Funds. It was suggested that the Treasurer be authorized to change the form of the annual report as published in the Lookout, so as to eliminate the continued reporting of these losses on sales and liquidation which have long since been written off the books of account of the Institute. Upon motion of Mr. Bramwell, duly seconded, such authorization was given.

The Treasurer also suggested that money heretofore or yet to be received toward the cancellation of the building debt through the efforts of the Centennial Committee, be transferred to the Committee on Trust Funds. Upon motion of Mr. Bechtel, Chairman of the Centennial Committee, duly seconded, such transfer was authorized.

Mr. Michalis then, as Chairman of the Executive Committee, sitting as the Budget Committee, rendered his report. He made a statement con-

cerning the budget and outlook for the new year, particularly with reference to necessary wage and salary adjustments to meet the increased cost of living and in justice also to certain key employees. He explained that to carry this out would forecast a deficit of \$45,000., plus \$2,720. for special salary adjustments, a total of \$47,720. He stated that the Special Committee on Program and Operations, consisting of Mr. Forsyth as Chairman, Mr. Roberts and Mr. Bramwell, had given many weeks of careful study to the entire budget situation, the wage and salary scales, the increase in the cost of living and the importance of maintaining the fullest possible number of regular staff employees. The Chairman then reported that the Budget Committee recommended a budget for the year 1945 in which an operating deficit of \$45,000. was forecast to which should be added \$2,720. for the adjustment of salaries of several key employees. Mr. Forsyth then spoke concerning the budget and moved its adoption, which, seconded by Mr. Armour, was voted. Mr. Roberts and Mr. Bramwell then spoke concerning the budget and wage adjustments which should be made for the large body of employees in the lower wage brackets, and upon motion by Mr. Bechtel, seconded by Mr. John L. Montgomery, the Committee on Program and Operations was directed to confer with the staff officers and given power to make the necessary wage adjustments, taking into consideration the adjusted compensation.

Mr. Bramwell then, as Chairman of the Committee on Business Operation, reported that the lessee of the first floor of 26 South Street, conducting a restaurant, had requested an extension of his lease until the end of February 1946. Upon motion of Mr. George Montgomery, duly seconded, this was left to the Committee on Business Operation with authority to extend the lease if advisable and to arrange the terms.

Mr. Forsyth then presented the report of the Ways and Means Committee, indicating unusually fine results for the year, and this was received and filed.

Mr. Gulden then presented a brief report from the Committee on Seamen's Church Institute Associations, which was received and filed.

Mr. Bechtel, reporting for the Centennial Committee, stated that the gross amount received to date was \$40,591.00.

The Chair then reported the appointment of a Nominating Committee of Board members and committee members for 1945 to consist of Mr. Forsyth, as Chairman, and Mr. Marshall.

The Director being asked for his report took the opportunity to simply wish everyone a happy New Year, to which the Chair added his greetings, and the meeting adjourned.



Secretary

Minutes of a Stated Meeting of the Board of Managers of the Seamen's Church Institute of New York, final, 1944 Board, held at 25 South Street, New York City, on January 25, 1945, at 1:00 o'clock in the afternoon.

Mr. Michalis presided and asked the Rev. Frederick Burgess to open the meeting with prayer.

Those present were: Messrs. Armour, Belknap, Bell, Bramwell, Burgess, Delafield, Forsyth, Gulden, Iselin, Knowles, McLane, Marshall, Michalis, G. F. Montgomery, J. L. Montgomery, Newhall, Roberts, Vietor, Warburton, Williams, Winter and Zabriskie.

Excuses were presented for: Messrs. Aldrich, Cox, Cummings, Fleming, Hallock, 3rd, Mansfield, Morgan, Pell, Saltzman, Salvage, Satterlee, Schieffelin, Tucker, Wheeler and Suffragan Bishop Ludlow, ex officio member of the Corporation.

The Secretary then read the Minutes for December 28, 1944, which were approved.

The Annual Report of the Director was then presented, and upon motion of Mr. Bell, duly seconded, it was

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

The meeting of the out-going 1944 Board was then adjourned.

Secretary

Rev. Donald B. Aldrich, D. D.

William Armour

Edward J. Barber

Charles E. Battie

Edwin De T. Beuntel

Real 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 E. Bradley

Gerald A. Bramwell

Rev. Roeliff H. Brooks, D. D.

Edwin A. S. Brown

Rev. Frederick Burgess

D. Farley Cox, Jr.

Frederick A. Cummings

Joseph H. Darlington

Frederick P. Delafield

Clement L. Despard

Rev. Samuel M. Dorrance

Charles E. Dunlap

De Coursey Fales

Rev. Frederic S. Fleming, D. D.

Harry Forsyth

Frank Gulden

Charles S. Haigt

Lt. Gerard Hallock, 3rd

Hon. Augustus W. Hand

Oliver Iselin

Ellis Knowles
W. Lawrence Nichols
Rt. Rev. Wm. T. Manning, D. D.
Richard H. Mansfield
Charles H. Marshall
Hon. John Masefield
Charles Marx
Clarence G. Michalis

Minutes of the Ninety-ninth Annual meeting of the Corporation, Seamen's Church Institute of New York, held at 25 South Street, New York City, on January 25, 1945, at 1:05 in the afternoon (immediately following the meeting of the Out-going Board of Managers).

George Mr. Michalis continued to preside, and the attendance was identical with that of the Stated Meeting of the Out-going Board of Managers, immediately preceding.

Harri The Director then read his Annual Report after which, upon motion, duly seconded and carried, it was

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

Sir S The Treasurer then presented his report for the year in which he mentioned the deficit being much lower than had been anticipated, and this was received and filed.

Sir T The Treasurer also presented the Annual Report of the Committee on Trust Funds, which was received and filed, subject to the auditing by the Special Committee for that purpose.

Alexa Mr. Forsyth then presented the Annual Report of the Ways and Means Committee which was also received and filed.

Rt. Mr. Forsyth, as Chairman of the Nominating Committee, re-nominated for 1945 the members of the 1944 Board, who upon his motion, duly seconded and carried, were elected by the single ballot of the Secretary as follows:

Rev. Donald B. Aldrich, D. D.

William Armour

Edward J. Barber

Charles R. Beattie placed in nomination the following Officers

for 1945 Edwin De T. Bechtel

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

Gordon Knox Bell honorary President

Gordon Knox Bell, Jr. D.D., LL.D., D.C.L. (ex officio)

Rev. W. Russell Bowie, D. D.

Charles W. Bowring, Jr. Officers

Charles B. Bradley

President

Gerald A. Bramwell

Vice-President

Rev. Roelif H. Brooks, D. D.

Vice-President

Edwin A. S. Brown

Vice-President

Rev. Frederick Burgess

Vice-President

D. Farley Cox, Jr.

Secretary and Treasurer

Frederick A. Cummings

Joseph H. Darlington Vice-Presidents

Frederick P. Delafield

Rev. Roelif H. Brooks, S.T.D.

Clement L. Despard

Rev. Samuel M. Dorrance

Rev. Samuel M. Dorrance

Rev. Frederic S. Fleming, D.D.

Charles E. Dunlap

Rev. Donald B. Aldrich, D.D.

De Coursey Fales

Rev. Frederic S. Fleming, D. D.

Harry Forsyth

seconded Frank Gulden then took the Chair and upon motion of Mr. Forsyth,

seconded Charles S. Haight and carried, the Officers as nominated, were

electd Charles S. Haight the ballot of the Secretary,

Lt. Gerard Hallock, 3rd

Hon. Augustus N. Hand relinquished the Chair to Mr. Michalis and

the Ann Oliver Iselin the Corporation was adjourned.

Thomas A. Scott

Secretary

George I. Montgomery
John Lewis Montgomery
Com. Junius S. Morgan. U.S.N.R.
Morton L. Newhall
Harris C. Parsons
Lt. John H. G. Pell, U.S.N.R.
Rev. Louis W. Pitt, D. D.
Franklin Remington
Thomas Roberts
John S. Rogers, Jr.
Franklin D. Roosevelt
Col. Charles E. Saltzman
Sir Samuel A. Salvage
Herbert L. Satterlee
Com. John Jay Schieffelin, U.S.N.R.
Thomas A. Scott
Sir T. Ashley Sparks
Rt. Rev. Ernest M. Stires, D. D.
Capt. J. H. Tomb, U.S.N., Ret.
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

Mr. Forsyth then placed in nomination the following Officers
for 1945: Rev. Frederick Burgess Ellis Knowles
Frank Gulden Rev. Louis W. Pitt, D.D.

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

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

Rt. Rev. Ernest M. Stires, D.D. Rev. Roelif H. Brooks, S.T.D.
Rt. Rev. Benjamin M. Washburn, D.D. Rev. Samuel M. Dorrance
Rev. W. Russell Bowie, D.D. Rev. Frederic S. Fleming, D.D.
Rev. Frederick Burgess Bechtel, 2 Wall Rev. Donald B. Aldrich, D.D.
Rev. Louis W. Pitt, D.D. William Williams

Mr. Williams then relinquished the Chair to Mr. Michalis and Meeting of the Corporation was adjourned.

Secretary