167_3111

UBCHEA ARCHIVES
COLLEGE FILES
RG 11

Huachung
Corres.
Lyford, Oliver S.
1939Sep - 1940

1 6 7

3 1 1 1

0569

September 27, 1939

Mr. Oliver S. Lyford
c/o Mr. Ferris J. Meigs
Tupper Lake, New York

Dear Mr. Lyford:

The minutes of the joint meeting of the Executive and Finance Committees of the Associated Boards of September 22 are attached hereto.

I wish to call your attention particularly to Minute EF-1029, in which you were appointed as a coopted member of the Finance Committee.

Sincerely yours,

Secretary

JIP:VW
Enc.

0571

Olivia Lyford file

[1]

INDEXED

October 16, 1939

Ack 10/18/39 DTB

Associated Boards of Christian Colleges
150 Fifth Avenue
New York, N. Y.

Attention: Mr. Parker

Dear Sir:

Following are the figures for Hua Chung College which you desired for the annual report for the college year 1938-39:

Amounts and Sources of Regular Income

U. S. Currency

Mission Boards:

Contributed in U. S. Currency		$17,185
" " Nat. Curr. $41,585	=	6,601
		$23,786
Endowments		-

Foundations and College Groups:

Yale-in-China	$14,000	
Harvard-Yenging	4,000	18,000
Total from Western Sources		$41,786

Staff

Chinese	31
Western	11
	42

Emergency Funds
Received from or through the Associated Boards

Please note that of the total of $12,750, which your letters indicate has been paid to Hua Chung Trustees, the English contributions totaling $1,264 did not go through

0572

us and had not reached the College at the last report. Also the amount of $146.86 appears as a balance carried forward from previous year. The total of actual receipts from your office this year is $11,339.14.

Gifts for Capital and Special Purposes

No gifts except for operating purposes and emergency plant and moves.

Sponsorship and Capital Assets

Date Founded	1924
Incorporated in New York State	
Supporting Organizations:	
Mission Boards	4
Foundations	2
College Groups	1
Cost of Physical Plant	$180,000

I trust this will be sufficient for your purpose.

I expect to have the Budget for 1939-40 ready for typing this afternoon.

Very truly yours,

O. S. Lyford

O. S. Lyford, Treasurer

OSL-f

0573

RECEIVED
UNIVERSITIES
OCT 18 1939
JOINT OFFICE

0574

October 18, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

I have received this morning your figures concerning Hua Chung College for our Annual Report. These are exactly what we need, and I want to thank you most heartily for your very fine cooperation in getting these figures for us. This sort of cooperation is the thing that makes our work run smoothly.

Sincerely yours,

Secretary

JIP:VW

1 6 7

3 1 1 1

0575

Oliver Lyford file) ack. 11/15/39 DDP

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

OFFICERS OF THE BOARD OF TRUSTEES

President
The Rev. Arthur M. Sherman, D.D.
223 W. Seventh St., Cincinnati, Ohio

Vice-President
The Rev. E. C. Lobenstine
1088 Park Ave., New York, N. Y.

Secretary
John Wilson Wood, D.C.L.
281 Fourth Ave., New York, N. Y.

Treasurer
The Rev. A. J. Wasuhuis, D.D.
[redacted]

COOPERATING UNITS
Boone College
Griffith John College
Huping College
Wesley College
Yale-in-China College

President of the College
Francis C. M. Wei, Ph.D.

November 14, 1939

INDEXED

Oliver S. Lyford
230 Park Ave., NYC.

Associated Boards of Christian Colleges
150 Fifth Avenue
New York City

Attention: Mr. Parker

Gentlemen:

The following information relates to the financial operations of the Board of Trustees of Hua Chung College for the years ending July 31, 1938 and 1939, together with a budget of such operations ending July 31, 1940. Also there are the figures which I believe you desire for the emergency operations of the College since the beginning of the Japanese invasion.

The receipts and disbursements of the Board of Trustees for Hua Chung College for the periods indicated are as follows:

Board of Trustees

Receipts and Disbursements
Year Ending July 31, 1938

1937 - August 1 - Balance on Hand			$ 832.40
1938 - July 31 - Receipts during Year:			
Associated Boards	$10,560.00		
Contributing Missions	1,300.00		
Rev. & Mrs. Zabriski	25.00		
Miss Catherine Wakefield	25.00		
Interest	7.94		
	$11,917.94		
Dr. Wei's Honoraria	2,222.14	14,140.08	
		$14,972.48	
Disbursements:			
Associated Boards-Admin.	$ 240.00		
" " Promotion	1,504.00		
Richard Weigle-salary	300.00		
Postage & Cablegrams	25.65		
Customs Brokerage	3.00		
Stenography	3.75		
Blue Prints	22.70		
	$ 2,099.10		
Dr.Wei's Exp.in U.S.	2,807.88	4,906.98	
1938 - July 31 - Balance on Hand			$10,065.50

0576

Receipts and Disbursements
Year Ending July 31, 1939

1938 - August 1 -	Balance Brought Forward		$10,065.50
1939 - July 31 -	Receipts during Year:		
	Associated Boards		10,889.14
			$20,954.64
	Disbursements:		
	Dr. Wei's Travel.Exp.	$ 501.48	
	Remittance to College	16,500.00	
	Associated Boards:		
	1938 Promotion	766.00	
	1939 Expense	1,677.00	
	Charges for Cabling	98.85	
	Postage	3.00	
	Transferred to Savings Account	25.00	19,571.33
1939 - July 31 -	Balance Carried Forward		$ 1,383.31

Budget for
Year Ending July 31, 1940

1939 - August 1 -	Balance Brought Forward		$ 1,383.31
1940 - July 31 -	Receipts During Year - Estimated:		
	Associated Boards	$ 7,000.00	
	Contributing Missions	1,300.00	
	Miscellaneous	50.00	8,350.00
			$ 9,733.31
	Disbursements:		
	Remittances to College	$ 7,000.00	
	Associated Boards-Exp.	1,650.00	
	R. A.Smith - Salary	300.00	
	Telegraph & Cable	70.00	
	Stenography & Postage	100.00	
	Miscellaneous	20.00	9,140.00
			$ 593.31

Emergency Expenses
for the Year Ending July 31, 1939

The emergency expenses of the College for this year were as follows: (average exchange during this period was 6.3 to 1)

Moving from Wuchang to Kweilin Fall of 1938	National Currency	U. S.
Moving from Wuchang to Kweilin	$ 6,495.54	
Rents-Fac. & Hostels in Kweilin	8,036.73	
Baptist Mission - Kweilin	1,171.69	
Equipment & Fur. -Kweilin	2,428.68	
Repairs and Construction	3,848.63	
Dugouts - Kweilin	689.60	
Total		$ 22,670.87 $ 3,600
Moving from Kweilin to Hsichow Spring of 1939		
Moving from Kweilin to Hsichow including buying trucks	$59,985.11	
Rents - Fac. & Hostels	2,692.00	
Repairs and Construction	10,622.50	
Equipment and Furniture	2,618.15	
Power House	2,351.55	
Music	3,296.13	81,565.44 12,944
Total for Both Moves		$104,236.21 $16,544

Of the total expense of moving in the fall of 1938, amounting to N.C. $22,670.87, or U.S. $3,600, the sum of U.S. $3,000 was charged to the Rockefeller grant of that amount.

Included in the cost of moving from Kweilin to Hsichow in the Spring of 1939, amounting to National Currency $59,985.11, there is the cost of one Dodge Truck and one Studebaker Truck with spare parts which cost U.S. $4,475. The Executive Committee voted that U.S. $4,000 of this total be charged against the Rockefeller grant of that amount.

The total expense of the two moves, amounting to U.S. $16,544, was practically covered by the total of amounts remitted by the Hua Chung Trustees from the contributions received through the Associated Boards, which, including the U.S. $7,000 from the Rockefeller Foundation, amounted to U.S. $16,500.

0578

Emergency Expenses
for the Year Ending July 31, 1940

National Currency

A. - Items causing a deficit in regular operations:			
Extra postage and telegrams	$ 600		
Salary of Acting Treasurer (two-thirds)	1,254		
Assistant in President's Office	900		
Assistant to Treasurer	900		
Clerk for Dean's Office	500		
Travelling Expense of Auditor	200		
Summer School Expense	200		
Physician	3,000		
Medicine	2,000		
Rents	3,200		
Lights (increased by war price of oil)	2,000		
Maintenance of Wuchang Campus	1,000		
Scholarships	~~4,200~~		
Student Aids	3,800		~~$23,754~~
B. - Other Imperative Needs:			
Infirmary - nurses' room and equipment	$1,400		
Rent and equipment of extra hostel for men	2,000		
Extra medicines and preventive serums, and replacement of stock at new high rate of exchange	4,000		
College share (two-thirds) of land for chapel and chapel building	6,000		
An outboard motor for running a boat on the lake between Hsichow and Hsiakwan	2,000	15,400	~~$39,154~~
C. - Supplement to Tuition Income necessary because of small enrollment			~~3,456~~
Total excess of Expense Budget over Income from regular sources			~~$42,610~~

I will send you in a few days comparative statements of operating receipts and disbursements of the College for the years 1937-'38 and 1938-'39, together with a budget for

the year 1939-'40. This will enable you to see how the expenses in the two emergency years compare with the last year before the disturbance reached Wuchang.

The figures in this letter are at variance with the figures which were submitted to you last fall regarding the emergency expenses; but those figures were based on inadequate reports from the field.

Yours very truly,

Oliver S. Lyford

Oliver S. Lyford

OSL-f

1 6 7 3 1 1 1

0580

RECEIVED
UNIVERSITIES
NOV 14 1939
JOINT OFFICE

1 6 7

3 1 1 1

0581

November 15, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

Thank you very much for your letter of November 14, and for the documents included relating to Hua Chung College. This information is very valuable and helpful, and we will make use of it immediately, particularly in connection with the Rockefeller Foundation report.

Sincerely yours,

Secretary

JIP:VW

1 6 7

F 1 1 1

0582

November 17, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

I tried to reach you on the phone today, but discovered that you were not going to be in.

There is one question for which you may have received an answer. We are trying to discover the opening enrollments of the various Colleges this fall. From most of them we have gotten reports giving us the opening enrollment, which indicates there is an additional rise in the number of students this year as compared with last year. Have you any information concerning this fall's enrollment at Hua Chung College, which will help us to make a complete listing of all the Colleges?

Sincerely yours,

Secretary

JIP:VW

0583

Associated Boards for Christian Colleges in China

One Hundred-fifty Fifth Avenue . . . New York, N. Y.

December 7, 1939

Mr. Oliver S. Lyford, Treasurer
Board of Trustees
Hua Chung College
230 Park Avenue
New York, N. Y.

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Board of Trustees of Hua Chung College in the amount of $1,110.00, covering the following designated and allocated gifts received for Hua Chung College towards our 1939-40 Sustaining Fund.

A. Gifts designated for Hua Chung by their donors:

1. Professor Frederick N. Pederson Hulett's Landing, Lake George, N. Y. (Received July 25, 1939)	$ 5.00	
2. Miss Elizabeth R. Gerhard 129 E. Vine St., Lancaster, Pa. (Received October 14, 1939)	5.00	$ 10.00

B. Gifts received from friends listed as Hua Chung supporters, but without specific designation by the donors

1. Miss Mary E. Johnston Glendale, Ohio (Received August 19, 1939)	100.00	
2. Miss Mary E. Johnston Glendale, Ohio (Received through Bishop Hobson, November 27, 1939)	1,000.00	
		$1,100.00
TOTAL		$1,110.00

Very sincerely yours,

B. A. Garside
Executive Secretary

BAG:ms
Enc.

1 6 7

0584

[No attached enclosures as stated in letter Dec. 8 1939.]

1671

FILE

0585

December 8, 1939

Dear Mr. Lyford,

I enclose herewith a copy of a letter to you, transmitting the first monthly remittance of the gifts received toward our 1939-40 Sustaining Fund.

You will remember that at the last meeting of the Executive and Finance Committees, when the objectives within the fund of $250,000 were adopted, the figure of $10,000 was set down for Hua Chung tentatively, with the understanding that final approval of this sum would depend upon the presentation of a satisfactory statement showing that this amount would be needed by the College this year.

The statement which you sent to Mr. Parker a short time ago seems to show clearly that the College will require the full amount of $10,000 this year. I presume, however, that we should bring the matter before the next meeting of the Finance Committee for its formal approval. Meantime I am sending you this month the gifts we have received designated for Hua Chung, together with the other gifts from friends listed as Hua Chung contributors.

Very sincerely yours,

Mr. Oliver S. Lyford
230 Park Ave.
New York, N. Y.
BAG:ms
Enc.

0586

Ack. 12/11/39
J.L.P.

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

OFFICERS OF THE BOARD OF TRUSTEES

President
The Rev. Arthur M. Sherman, D.D.
223 W. Seventh St., Cincinnati, Ohio

Vice-President
The Rev. E. C. Lobenstine
1088 Park Ave., New York, N. Y.

Secretary
John Wilson Wood, D.C.L.
281 Fourth Ave., New York, N. Y.

Treasurer
The Rev. A. L. Warnshuis, D.D.
[illegible]

COOPERATING UNITS
Boone College
Griffith John College
Huping College
Wesley College
Yale-in-China College

President of the College
Francis C. M. Wei, Ph.D.

December 8, 1939

Oliver S. Lyford
230 Park Avenue
New York, N.Y.

Associated Boards of Christian Colleges
150 Fifth Avenue
New York City

Dear Sirs:

I find that I failed to send you the promised information from my report of the financial operations of Hua Chung College for the years 1937-'38 and 1938-'39, together with the budget for 1939-'40. The report was rather long winded and I think that all the information which will be of value to you is in the last five pages. I therefore enclose herewith copies of these pages.

A copy of the full report has been sent to Dr. Wei and as it contained many assumptions I expect to find many corrections necessary, which may include some of the figures in the sheets that I enclose. However, I believe these figures will not be far off and are the best guide we have at present.

Regarding the budget for 1939-'40, I learned that the budget was being revised at Hsichow, so there certainly will be changes in the corresponding figures of these sheets.

The present indication is that U.S. $7,000 will cover extraordinary expenses for the year ending July 31, 1940 but I hope you will realize that this is the absolute minimum. I think the total of $10,000 should remain in the record for Hua Chung College against the possibility that the emergency funds collected this year will not reach the estimated total of $250,000, but you may rest assured that we shall advise you of the actual amount necessary and not expect any more.

Yours very truly,

Oliver S. Lyford

Enclosure

Oliver S. Lyford

1 6 7
3 1 1 1
0587

RECEIVED
UNIVERSITIE
DEC 9 1939
JOINT OFFICE

0588

HUA CHUNG COLLEGE

REGULAR AND SPECIAL GRANTS
Year ending July 31, 1939

		National Currency		
		Grants During 1938-'39	Spent 1938-'39	Balance Remaining July 31, 1939
Western Sources:				
London Missionary Society		$ 750	$ 750	$ -
Methodist " "		1,200	1,200	-
American Church Mission		3,638	3,638	-
Reformed Church Mission		5,700	5,700	-
Yale-in-China - General Fund	(U.S. $3,000)	18,862	7,678	11,184
Total of General Funds		$ 30,150	$ 18,966	$ 11,184
Yale-in-China - Science Fund	(U.S. $11,000)	70,311	36,261	34,050
Johnston Fund		30,432	6,441	23,991
Harvard-Yenging Fund	(U.S. $ 4,000)	24,664	3,428	21,236
Associated Boards	(U.S. $16,500)	103,950	104,236	286
Scholarships		400	400	-
Total from Western Sources		$259,907	$169,732	$ 90,175
Local Sources:				
Student and Miscellaneous Fees		28,182	28,182	-
Ministry of Education Grant		12,600	10,149	2,451
China Foundation		12,000	821	11,179
British Boxer Indemnity		20,480	7,802	12,678
Remitted by John L. Coe, Treas.		9,596	9,596	-
		$342,765	$226,282	N.C. $116,483
U.S.Equivalent of N.C.$116,483 at 6.3 to 1				U.S. $ 18,400
Other withdrawals, Purposes not stated:				
Accounts paid by Mrs. Kemp while representing Mr. Coe at Hongkong			U.S. $ 2,014	
President's Discretionary Fund			187	2,201
				$ 16,199
Actual Cash in Bank, July 31, 1939:				
U.S. Currency			U.S. $ 10,865	
Hongkong "	$18,486		5,420	
				$ 16,285

0589

COMPARATIVE STATEMENT

For guidance in judging the costs of operation from year to year, especially during these years of emergency, it is important that the Founders have comparative summaries of the annual operating results. Therefore the results of this study have been condensed into the three sheets that follow this.

We see, for instance, that in the year 1937-'38, with comparatively normal operations, and with exchange figured at 3 to 1 for western salaries, the income from Western Sources used in operation was N.C. $152,123 out of a total of N.C. $242,828, or 63% of the total cost of operations.

For the year 1938-'39, to reach a comparative figure we must use the same rate of exchange for western salaries as in 1937-'38 as a difference in exchange does not affect these salaries. On this basis the income from Western Sources used in operation was N.C.$220,332 of a total of N.C. $277,282, or 80% of the total cost of operation (including the very heavy expenses). Without the emergency expenses the income from Western Sources used for operating purposes in the year 1938-'39 would have been N.C. $116,046 out of a total of N.C. $173,046, or 67%, which would have been fairly consistent with the figures of the normal year.

For the year 1939-'40, using the same basis of exchange for western salaries, the estimated income from Western Sources used in operation is N.C. $200,439 out of a total of N.C. $237,919, or 83%. Without the extraordinary expense, the estimated income from Western Sources, required for operating purposes in the year 1939-'40, would be N.C. $158,634 out of a total of N.C. $196,114, or 80%. This increase in ratio over 1938-'39 is due to the decrease in income from Local Sources other than student fees, the assumption being that the student fees will increase somewhat.

Likewise we see that the plans for 1939-'40 contemplate about the same expense for the Schools of Art and Education as in 1937-'38 whereas the estimated expense for the School of Science is about 75% of the actual expense for 1937-'39. This reduction probably shows the handicaps of reduced science equipment. Undoubtedly the loss of Dr. Paul Kwei to the National University is involved in this condition.

November 18, 1939

HUA CHUNG COLLEGE

Income used in Operations

Comparative Figures for Years ending July 31
1937-'38, 1938-'39 and 1939-'40
(See Notes A to E on next page)

	1937-'38 - Actual Exchange 3 to 1		1938-'39-Approximate Exchange 6.3 to 1		1939-'40 -Budget Exchange 6.3 to 1	
	U. S.	N. C.	U. S.	N. C.	U.S.	N. C.
Contributing Missions:						
London Missionary Society	$ 4,500	$ 1,000	$ 4,500	$ 750	$ 4,500	$ 1,000
Methodist Missionary Society	5,000	3,160	-	1,200	3,000	3,400
American Church Mission	10,750	7,550	6,000	3,638	6,000	5,887
" " " Miss Johnston	-	11,392	-	6,441	-	17,857
Reformed Church Mission	3,250	14,230	4,000	5,700	6,000	8,160
Yale-in-China	1,631	39,298	-	43,939	2,900	44,730
Scholarships	-	100	-	-	-	700
Sources not Stated (Note B)	-	-	2,500	-	-	-
Total Regular from Contributing Missions	$25,131	$ 76,730	$17,000	$ 61,668	$22,400	$ 81,734
Harvard-Yenging Fund	-	-	-	3,428	-	9,700
Total Regular from Western Sources	$25,131	$ 76,730	$17,000	$ 65,096	$22,400	$ 91,434
Local Sources:						
Student Fees	$ -	$ 52,701	$ -	$ 27,546	$ -	$ 28,990
Interest	-	150	-	636	-	200
Scholarships	-	800	-	400	-	500
National Government Subsidy	-	18,000	-	10,149	-	-
Provincial " "	-	2,100	-	-	-	-
China Foundation Grant	-	8,000	-	831	-	7,790
Ret. British Boxer Grant	-	10,000	-	7,802	-	-
Reserves	-	1,046	-	-	-	-
Remitted by J. L. Coe, Treas.	-	-	-	9,596	-	---
Total from Local Sources	$ -	$ 90,705	$ -	$ 56,950	$ -	$ 37,480
Total Regular from AllSources	$25,131	$167,435	$17,000	$122,046	$22,400	$128,914
Associated Boards through Board of Founders for Extraordinary Expenses	-	-	-	104,236	-	41,805
Total Income	$25,131	$167,435	$17,000	$226,282	$22,400	$170,719

(See next page for Notes)

0591

Income used in Operations (Continued)

Note A -- The figures of income from contributing missions and other special sources are not in all cases the total grants for operating expenses. The balances in these various grants have not been reported completely, but the approximate figures are given on page 20, for 1938-'39.

Note B -- The amounts shown in National Currency from the London Missionary Society, the Methodist Missionary Society, the American Church Mission and the Reformed Church Mission are payments by those missions in Chinese currency irrespective of the prevailing rates of exchange. All payments by Yale-in-China, Miss Johnston, the Harvard-Yenging Fund and the Associated Boards were in U. S. Funds and the amounts shown in National Currency from these western sources were derived from such U.S. Funds at the rates of exchange indicated for each year.

Note C -- For the year 1938-'39, the figures in Chinese Currency are derived from the report from the college dated August 16, 1939. The figures in U.S. Currency were derived from a list of personnel furnished by Dr. Wei, with salaries such as charged for the western faculty members in the other years.

Note D -- For the year 1938-'39 the list of U. S. salaries includes an estimated amount of U.S. $2,500 added in New York for the salaries of western personnel listed, but whose rates of pay were not given.

Note E -- The fluctuations shown in the contributions of the Methodist Missionary Society are due to varying personnel furnished by that society. In 1938-'39 Dr. Constantine was on furlough, but he is expected back in 1939-'40.

0592

November 18,1939

HUA CHUNG COLLEGE

Expenses

Comparative Figures for Years Ending July 31
1937-'38, 1938-'39 and 1939-'40
(See Notes A and B)

		1937-'38 - Actual		1938-'39-Approximate		1939-'40 Budget	
		U. S.	M. C.	U. S.	M. C.	U. S.	M. C.
Administration	(Note C)	$ 5,250	$ 12,055	$ 6,000	$ 11,725	$ 6,000	$ 11,170
Operations and Maintenance		-	7,123	-	4,287	-	3,530
School of Arts		12,000	22,722	5,000	23,925	5,500	37,811
School of Education	(Note D)	5,250	19,120	5,000	13,985	8,000	10,744
School of Science	(Note C)	1,631	72,185	1,000	50,133	1,900	52,520
Physical Education		-	2,700	-	2,170	-	1,560
Military Training		-	1,120	-	-	-	720
Summer School		-	-	-	-	-	-
Scholarships		-	3,900	-	3,750	-	3,750
Student Aids		-	-	-	-	-	-
Books		1,000	-	-	-	1,000	-
Hostels		-	23,000	-	12,071	-	13,000
Methodist Mission Cut		-	510	-	-	-	510
Sabbatical Reserve		-	3,000	-	-	-	-
Total for Regular Operations		$25,131	$167,435	$17,000	$122,046	$22,400	$135,315
Extraordinary Expense related to regular operations	(Note E)	-	-	-	-	-	20,004
		$25,131	$167,435	$17,000	$122,046	$22,400	$155,319
Other Extraordinary Expenses:							
Moving and Temp. Operation		-	-	-	104,236	-	-
Temporary Facilities	(Note E)	-	-	-	-	-	15,400
Total Expense of Year		$25,131	$167,435	$17,000	$226,282	$22,400	$170,719

Note A -- Student enrollment 1937-'38 was 350, including refugees from other colleges. Enrollment at the beginning of 1938-'39 was 163. Enrollment expected for 1939-'40 is 130. Low enrollment does not reduce expenses greatly.

Note B -- The figures for 1938-'39 are marked "approximate" because actual figures from the Acting Treasurer had to be supplemented by information from other years.

Note C -- Previous to the Japanese Invasion, 2/3 of Mr. Coe's salary,or $2,000, was charged to the Mathematics Department in the School of Science. In the budget for 1938-'40 all his salary is charged to Administration as he is stationed at Wuchang and unable to teach. For comparative purposes all his salary appears under "Administration" in each of the above years.

Note D - The figures for the School of Education include the figures for the Practice School.

Note E - For the extraordinary expenses in 1938-'39 and 1939-'40 see pages

0593

h650

Comparative Figures for Years Ending July 31
1928-29 and 1929-30
(See Notes A and B)

Expenses

HAM CHANG COLLEGE

November 31, 1929

AS.

		Adopted Budget 1929-30		Adopted - 1928-29 Budget	
		U. S.	M. C.	U. S.	M. C.
Administration	(Note C)	$ 3,000.00	$ 44,750.00	$ 3,000.00	$ 42,250.00
Operations and Maintenance		-	14,250.00	-	12,750.00
School of Arts		2,500.00	36,000.00	2,000.00	35,000.00
School of Education	(Note D)	8,000.00	44,750.00	8,000.00	44,750.00
School of Science	(Note C)	22,500.00	52,250.00	21,000.00	48,750.00
Physical Education		-	5,250.00	-	4,750.00
Military Training		-	-	-	-
Summer School		-	-	-	-
Chemistry		-	3,500.00	-	3,250.00
Engineering		-	-	-	-
Agriculture		-	-	-	-
Books		1,000.00	-	1,000.00	-
Mines		-	12,000.00	-	12,000.00
Medical Mission Unit		-	750.00	-	750.00
Hospital		-	12,000.00	-	12,000.00
Books		-	-	-	-
Total for Regular Operations		$ 36,500.00	$ 234,750.00	$ 35,000.00	$ 216,250.00
Extraordinary Expense Referred to Regular Operations	(Note E)	-	-	-	40,000.00
Total for Regular Operations		$ 36,500.00	$ 234,750.00	$ 35,000.00	$ 256,250.00
Other Extraordinary Expenses:					
Moving and Temp. Operation		-	30,000.00	-	25,000.00
Temporary Facilities	(Note E)	-	-	-	-
Total Expense to Year		$ 36,500.00	$ 264,750.00	$ 35,000.00	$ 281,250.00

Note A -- Enrollment is the basis of 1928-29 and 1929-30 budgeting returns from other colleges.
Enrollment at the beginning of 1928-29 was 825. Enrollment expected for 1929-30 is 850. Low enrollment does not reduce expenses greatly.

Note B -- The figures for 1928-29 are marked "approximate" because actual figures from other years
actual Treasurer had to be supplemented by information from other years.

Note C -- Previous to the reorganization, 1/2 of Mr. Coo's salary, or $3,000, was charged
to the Mathematics Department in the School of Science. All the budget for
1928-30 all pits salary is charged to Administration as he is stationed at
Wuchang and unable to teach. For comparative purposes all pits salary appears
under "Administration" in each of the above years.

Note D - The figures for the School of Education include the figures for the Practice
School.

Note E - For the extraordinary expenses in 1928-29 and 1929-30 see below

December 11, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York, N. Y.

Dear Mr. Lyford:

Thank you for your letter of December 8, enclosing information regarding the financial operations of Hua Chung College for 1937-38, 1938-39, and 1939-40. This material is very helpful to us in interpreting the requirements of the College.

The next time you are in the office I would like to take time to check one or two items with you in connection with the Hua Chung reports, which will enable me to understand them more clearly.

Sincerely yours,

Secretary

JIP:VW

1671

0595

[No Attached enclosures
As per letter Dec. 13, 1939]

1671

0596

ack. 12/21/39
DDP

L. M. DEMAREST AND ASSOCIATES
ENGINEERS
NEW YORK CENTRAL BUILDING
230 PARK AVENUE, NEW YORK, N. Y.

Dec. 13, 1939

Dear Dr. Parker,

Referring to our talk this morning (which to me was very satisfactory) I enclose my office copy of letter of Nov. 27th to Mr. Pier. I am sending this in order that you may be familiar with all the details of my effort to establish an adequate relationship with the College during the present emergency.

Please return this as soon as convenient, together with the copy of my report.

Yours very truly,

Chris D. Lyford

0597

RECEIVED
UNIVERSITIES
DEC 20 1939
JOINT OFFICE

RECEIVED
UNIVERSITIES
DEC 20 1939
JOINT OFFICE

1 6 7

3 1 1 1

0598

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

OFFICERS OF THE BOARD OF TRUSTEES

President
The Rev. Arthur M. Sherman, D.D.
223 W. Seventh St., Cincinnati, Ohio

Vice-President
The Rev. E. C. Lobenstine
1088 Park Ave., New York, N. Y.

Secretary
John Wilson Wood, D.C.L.
281 Fourth Ave., New York, N. Y.

Treasurer
~~The Rev. Arch Warnshuis D.D.~~
~~156 Fifth Ave., New York, N. Y.~~
Oliver S. Lyford

COOPERATING UNITS
Boone College
Griffith John College
Huping College
Wesley College
Yale-in-China College

President of the College
Francis C. M. Wei, Ph.D.

December 13, 1939

Dear Mr. Garside,

I acknowledge receipt of your letter of December 7 and 8 with enclosed check for $1110.00, which is much appreciated.

I discussed with Mr. Parker this morning the financial requirements of Hua Chung College for the year 1939-40, and the communications which I sent to you recently. I am sending him today another letter which, with the report I left with him, will familiarize you with the efforts which I am making to come to a clear understanding with the College regarding the reports which we must have hereafter.

We shall see to it that the amount which we take from the Associated Boards shall be the minimum which will enable our College to balance its budget.

Very sincerely yours,

Oliver S. Lyford

Mr. B. A. Garside,
Associated Boards for Christian Colleges,
150 Fifth Avenue,
New York, N. Y.

OSL:K

0599

RECEIVED
UNIVERSITIES
DEC 14 1939
JOINT OFFICE

0600

NO ATTached
Enclosures as
per letter Dec. 18, 1939

1671

3111

0601

December 18, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

I am enclosing herewith your office copy of the analysis of the Hua Chung College budgets. Thank you very much for letting me have this to look over. It has helped considerably in making me understand the situation.

Sincerely yours,

Secretary

JIP:VW
Enc.

1671

3111

0602

December 21, 1939

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

I am returning to you herewith your office copy of the letter of November 27, 1939 to Dr. Wei. Thank you very much for letting me see this.

The various items are clearly put, and you should be able to get from Dr. Wei as a result of this letter a pretty complete explanation of the items which are in question.

Sincerely yours,

Secretary

JIP:VW
Enc.

0603

Associated Boards for Christian Colleges in China

One Hundred-fifty Fifth Avenue . . . New York, N. Y.

January 10, 1940

Mr. Oliver S. Lyford, Treasurer
Board of Trustees
Hua Chung College
230 Park Avenue
New York, N. Y.

Dear Mr. Lyford,

Enclosed herewith is a check to the order of Hua Chung College in the amount of $2.00. This represents a gift for that amount received on December 18 from Rev. Laird W. Snell, 70 Prospect Street, Jamestown, New York.

This, added to the remittance of $1,110.00 which we sent you on December 7, brings the total we have thus far transmitted for Hua Chung College during the fiscal year 1939-40 up to $1,112.00.

Since the Associated Boards Committee on Finance has not reached a final decision as to Hua Chung's share in our 1939-40 Sustaining Fund of $250,000, we have not yet made any distribution to you of undesignated gifts received. I believe Mr. Parker is hoping to call a meeting of the Committee on Finance during the month of January. I trust that at that meeting the amount of Hua Chung's share will be definitely decided. As soon as that decision is made, we will be glad to remit undesignated funds to whatever amount is necessary to bring Hua Chung's share up to 37½% of whatever total is assigned to it.

Very sincerely yours,

BAG:ms
Enc.

Executive Secretary

1 6 7

3 1 1 1

0604

Ack. 1-27-40 JDP

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

OFFICERS OF THE BOARD OF TRUSTEES

President
The Rev. Arthur M. Sherman, D.D.
223 W. Seventh St., Cincinnati, Ohio

Vice-President
The Rev. E. C. Lobenstine
1088 Park Ave., New York, N. Y.

Secretary
John Wilson Wood, D.C.L.
281 Fourth Ave., New York, N. Y.

Treasurer
~~The Rev. A. L. Warnshuis, D.D.~~
~~156 Fifth Ave., New York, N. Y.~~

COOPERATING UNITS
Boone College
Griffith John College
Huping College
Wesley College
Yale-in-China College

President of the College
Francis C. M. Wei, Ph.D.

January 23, 1940

Oliver S. Lyford
230 Park Avenue
New York City

Associated Boards of Christian Colleges
150 Fifth Avenue
New York City

Attention of Mr. Parker

Dear Sirs:

As you know, we have been endeavoring to limit the call of HuaChung College on the 1939-40 emergency fund of the AssociatedBoards to the lowest possible amount irrespective of our request of last Spring for $10,000. The budget submitted by the College last Spring, after careful analysis, indicated that when figured with exchange at 6.3 to 1 the requirements, except for increased Chinese salaries to meet the increase in cost of living, could be met by a grant of $7,000 from the Associated Boards. We have so reported to you.

On January 2nd we received a report showing that the cost of moving from Kweilin to Hsichow has exceeded the cost reported as of July 31, 1939 by National Currency $15,757.30 or U. S. $2,341.00 with exchange figured at 6.3 to 1 which is the rate current in 1938-39. The cost reported as of July 31, 1939 had amounted to U. S. $12,944, or slightly more than the total which we had been able to send to the College from the emergency grant by the Associated Boards. The cost to complete the moving and construction expenses already undertaken, but not included in the 1939-40 budget is estimated at U.S.$500 additional, making a total deficit of $2,841. Furthermore, disbursements for replacements in books, scientific equipment, student aids, etc., which were contemplated last year, when our request for emergency funds for 1939 was made, have had to be deferred. Cost of living to the Chinese faculty has increased enormously during the last few months. We hope that the increase can be covered with the surplus in exchange over 6.3 to 1 if this shall continue for the balance of the College year ending July 31, 1940.

1 6 7

3 1 1 1

0605

The result of all this is that Hua Chung will need more than U. S. $10,000 to cover extraordinary expenses. This does not include any costs corresponding with normal operating expense, all of which we propose to cover by funds otherwise secured.

The Executive Committee of the Hua Chung Board of Founders, at its meeting on January 20th, directed the Treasurer to request from the Associated Boards the full amount of $10,000 previously requested, as even this will not cover the total of our extraordinary expense for the College year ending July 31, 1940.

Yours very truly,

Oliver S. Lyford

Oliver S. Lyford
Treasurer

OSL-f

0606

RECEIVED
UNIVERSITIES
JAN 24 1940
JOINT OFFICE

1671

0607

L. M. DEMAREST AND ASSOCIATES
INDUSTRIAL ENGINEERS CONSULTANTS
NEW YORK CENTRAL BUILDING
230 PARK AVENUE, NEW YORK, N. Y.

January 29, 1940

Mr. C. A. Evans, Assoc. Treasurer,
Associated Boards for Christian Colleges in China,
150 Fifth Avenue,
New York, N. Y.

Dear Mr. Evans:

The banks seem to get confused in the name of our College and in the Treasurer's title. Will you therefore kindly send future checks made payable to the order of The Central China College Foundation, which is the organization under which I operate as Treasurer.

noted E.C

Cordially yours,

Oliver S. Lyford

Oliver S. Lyford

OSL:G

Hua Chung College

0608

February 2, 1940

Ack 2/6/40

Mr. Oliver S. Lyford, Treasurer
Board of Trustees Hua Chung College
230 Park Avenue
New York, N. Y.

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $3,688.00. This represents a distribution to the Hua Chung Trustees of Hua Chung's share in undesignated gifts received in the 1939-40 Sustaining Fund up to January 31, 1940.

This amount, together with the $1,112 already made available to the Hua Chung Trustees from gifts received up to December 31, 1939 (See my letter of January 10, 1940), brings the amount thus far made available to the Hua Chung Trustees up to $4,800, or 48% of the $10,000 allocated to Hua Chung in the 1939-40 Sustaining Fund.

Very sincerely yours,

BAG:ms
Enc.

1 6 7 3 1 1 1 1

0609

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

OFFICERS OF THE BOARD OF TRUSTEES

President
The Rev. Arthur M. Sherman, D.D.
223 W. Seventh St., Cincinnati, Ohio

Vice-President
The Rev. E. C. Lobenstine
1088 Park Ave., New York, N. Y.

Secretary
John Wilson Wood, D.C.L.
281 Fourth Ave., New York, N. Y.

Treasurer
The Rev. A. J. Wemyss, D.D.
[illegible]
Oliver S. Lyford
230 Park Ave., N.Y.

COOPERATING UNITS
Boone College
Griffith John College
Huping College
Wesley College
Yale-in-China College

President of the College
Francis C. M. Wei, Ph.D.

February 6, 1940

Mr. B.A.Garside, Executive Sec'y
Associated Boards
150 Fifth Avenue
New York, N. Y.

Dear Mr. Garside:

I acknowledge receipt of your letter of February 2nd with check for $3,688., drawn to the order of Central China College Foundation.

I have already received from you $1,112 from the gifts received by you up to December 31, 1939, so that, as you say, a total of $4,800 has thus far been made available to the Hua Chung Trustees.

Yours very sincerely,

Oliver S. Lyford.

Oliver S. Lyford

OSL-f

RECEIVED
UNIVERSITIES
FEB 7 1940
POST OFFICE

1167

3111

0611

Ack. 2-20-40
JDP

INDEXED

New York
Feb. 15, 1940

Dear Mr. Parker,

I had to fight the snow all the morning and to attend the annual meeting of Yale Club Trustees this afternoon. So I did not reach my office until after tours.

I have pencilled my letter to Mr. Nath and enclose the draft herewith. May I ask you to have it copied with a carbon for me and one for your file? Please send the original direct to Mr. Nath.

My address in Florida beginning Feb 25 and ending about March 19th will be care of Ferris J. Meigs 716 South Ridgewood Ave. Daytona Beach.

Sorry not to see you again. Will try to telephone you Friday or Saturday.

Yours, etc.

Lyford

1 6 7
3 1 1 1
06 12

INDEXED

Mr. Eric M. North. Chairman
Committee on Greater Unity.
Park Avenue + 57th St. New York City

Dear Mr. North.

I am sorry not to have had the conference with you which I suggested but which was impractical because neither of us could find the time.

Now I have the draft of report which I have read through a number of times and on which I can compliment you very sincerely. I can only hope that it will be read very carefully by each person who is really interested in the problem.

I feel that the report should go to the officers of the respective boards of founders in its present form and I believe it will enable every open-minded person to think constructively about the plan. Therefore I ~~feel~~ determined to raise no points for consideration before it should be issued.

Now, however, I am planning to go to Florida next week, to be gone until about the first of April and I would like to report to you my principal adverse reactions to the plan, ~~which impress me~~.

The Heart of the Plan

Under this heading, two sentences explain why my thinking has been somewhat at variance with that of other members of the committee. These are as follows:-

"The heart of the plan is the simplification of the
structure by which the mission boards supervise their
interests in higher education in China"

and

1 6 7
3 1 1 1
06 13

RECEIVED
UNIV
FEB 26
JOINT OFFICE

1 6 7

3 1 1 1

06 14

and.

"This one body then becomes the specialized servant of the mission boards in their common concern for the program of Christian higher education in China both local and total."

I wish

Any impression from these statements is that the plan primarily is for the convenience, efficiency and effectiveness (in that part of their activities which relates to education in China) of the mission boards with the individuality of the respective colleges pretty definitely in the background. The only place in the plan, (as I understand it) for defined representation of the individual colleges is in the list of coopted members and the colleges as such have no certain voice in the selection of these. In fact, with 12 colleges four have no representation, four have only one, Hangchow has 3, Lingnan 5 and Yenching 8.

normal margin

normal margin

The work which I have been doing for Yenching during the past six months has demonstrated to me, more definitely than ever, the necessity for persons who are as treasurer so close to one college that they think primarily for that unit and their recommendations and formal actions will be sympathetically received at that college with a minimum of understanding and a minimum of hostility. It seems to me that this is a fundamental of our problem which is not sufficiently provided for in the plan.

Under the plan Yenching, if it should have its invited board at least five who are now on its own board. Therefore for the present friends of Yenching would have about

the same representation (as at present,) but they would be the only ~~the~~ specific friends and they would have to divide their time and attention between the 12 colleges. Now three or four of us divide (their) time to a considerable extent, but in addition there are a number on the Yen Ching Board whose time for China colleges is devoted almost entirely to this one institution. It seems to me that even if the trusteeship is changed there must be a similar group on this country and in England which is recognized as being definite advocates of each separate college.

Normal margin

Normal margin

Membership proportional to Contributions

The other feature of the plan which I would criticise will not require so many remarks as the first. It is one which I have mentioned more than once in our meetings. It relates to Article IV, section 3. I cannot get away from the conviction that this provision for the several societies to elect members of the board in proportion to their financial contributions will lead to trouble and is not necessary. I am a Presbyterian, but I see no reason why the Presbyterian Board should have more members of the United Board than any other of the large denominations.

Normal margin

There again it will make little or no difference at the beginning, as substantially the same active workers will continue, but the bases for the future looks bad to me.

—

I have a few minor points to raise at some time, but these are the important ones.

Dr. Parker will have my address and I shall be very glad to have you ask for any further thanking on my part while I am away, but no answer to this letter is necessary

Yours very sincerely,

1 6 7

3 1 1 1

0617

RECEIVED
UNIVERSITIES
FEB 16 1940
JOINT OFFICE

1 6 7 3 1 1 1

0618

OLIVER S. LYFORD
125 DANA PLACE
ENGLEWOOD, NEW JERSEY

Feb. 18, 1940

Dear Mr. Parker.

We expect to leave for Florida tomorrow morning and I cannot remember whether I gave you our Florida address.

We expect to travel by slow stages and not reach Florida until Feb. 25th We shall visit Mrs. Lyfords brother who has a home in Daytona Beach. This name is Ferris J. Dreigs and letters or telegrams should be sent to me in his care at 716 S. Ridgewood Ave. We expect to remain there until March 14th and then start home.

I am sorry I did not have time for a meeting of the Committee on Office, but expect to be back before April 1st and we can have a good report ready for the annual meeting.

Yours very truly,
Oliver S. Lyford

RECEIVED
UNIVERSITIES
FEB 19 1940
JOINT OFFICE

1 6 7

3 1 1 1

0620

February 19, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, N. Y.

Dear Mr. Lyford:

I wonder if this rain is washing any gold into the coffers of the Hua Chung Treasurer. There ought to be some justification for such a miserable day, and I am sure we could stand a few more if they work out in that manner.

You will recall the Hua Chung participation in the Associated Boards is $1675.00, of which none has been paid this year.

Normally the Colleges with their books in our office carry the brunt of the financial load, but it is now at the point of where we will have to draw in advance upon them, unless the others come to our rescue.

With sincerest personal regards, I am

Most cordially yours,

C. A. EVANS

CAE/B

1 6 7
3 1 1 1
0621

716 SOUTH RIDGEWOOD AVENUE
DAYTONA BEACH
FLORIDA

Feb. 25, 1940
Ack 2/27/40

Dr. C. A. Evans, Ass. Treasurer.
Associated Boards of Christian Colleges

Dear Dr. Evans.

Are you not glad that I brought the Hwa Chung check book with me? There is one check for $1,675.00 for the year ending July 31, 1940.

This draws our balance down a little lower than I like to have it, so I am hoping for another distribution from the Ass. Boards at an early date.

I expect to be away from home until about April 1st but am prepared to receive money as well as to spend it.

I hope your turn will come before long for a vacation down here or wherever you would prefer to be.

Very sincerely yours.
Oliver S. Lyford

Dep. 2/27/40

RECEIVED
UNIVERSITIES
FEB 27 1940
JOINT OFFICE

1671

0623

February 27, 1940

Mr. Oliver S. Lyford
716 South Ridgewood Avenue
Daytona Beach, Florida

Dear Mr. Lyford:

It is snowing steadily outside and ordinarily it would be something of a dismal day, but your letter with enclosed check for $1,675.00 dispells all the gloom and we can almost see sunshine.

There will be another distribution from the Associated Boards within a few days, but it will not be large as only a little more than $2,000.00 has been received during the past month. When it comes through, we will send it to this address.

I am greatly appreciative of your good wishes, but I am wondering if the Adirondacks might not be more invigorating at the present time. Sliding down hill, skating, and kindred sports are more stimulating than basking in Florida sunshine. Mr. McBrier is at Dunedin and I have been trying to say the same thing to him but he has a mean way of telling me to mind my own business, and, of course, that is impossible.

Again many, many thanks to you, I am

Very sincerely yours,

C. A. EVANS

CAE/B

1 6 7

3 1 1 1

0624

March 4, 1940

AeK 3/8/40

Mr. Oliver S. Lyford
716 South Ridgewood Avenue
Daytona Beach, Florida

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $200. This represents a distribution of the share allocated to Hua Chung College in the undesignated gifts received during February, 1940 toward the 1939-40 Sustaining Fund of $250,000.

This $200, together with the $4,800 already made available to the Hua Chung Trustees from gifts received up to January 31, 1940 (See my letter of February 2, 1940) brings the amount thus far made available to the Hua Chung Trustees up to $5,000, or 50% of the $10,000 allocated to Hua Chung in the 1939-40 Sustaining Fund.

Very sincerely yours,

BAG:ms

Executive Secretary

1 6 7

3 1 1 1

0625

J I P

F M P

716 South Ridgewood Avenue
Daytona Beach
Florida

March 8, 1940.

Mr. B. A. Garside, Exec. Secty.
Associated Christian Colleges.

Dear Sir:-

I duly received your letter of March 4th with check for $200.00.

I do not have our cash book with me, but assume that our figures will agree with yours.

We expect to leave here on Monday, March 18th and return home by slow stages, arriving in Englewood Saturday evening March 23rd

If there will be a convenient date for a meeting of the Committee on Office during the week of March 25th, I will be glad to have Mr. Parker call such a meeting

1 6 7

3 1 1 1

0626

and request that each member of the committee review the data, which each has received, - before the meeting.

We are short one member on the committee and I will be glad to have you choose somebody and notify him or her of appointment, if you think that necessary. Otherwise we can hold this next meeting without such appointment.

Yours very truly,

Oliver S. Lyford

RECEIVED
UNIVERSITIES
MAR 11 1940
JOINT OFFICE

1671

0628

March 29, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

Thank you for your letter of March 28, and for the enclosed News Release of the China Information Committee.

It so happens that this material reaches our office regularly. In fact, we get two copies of each of their reports. These are circulated to the entire staff here in the office, so that the information can be used as needed, and we also keep a complete set of the material in our files.

As far as I have been able to gather, the mailing list of the China Information Committee is quite large and complete. I, therefore, will not attempt to suggest anyone else to whom it should be sent, or it will more likely than not be another duplication.

I have already written Dr. Ruland about his appointment to the Committee on Office, and I will get in touch with him and get into his hands Folder No. 1, as you have suggested. The notice which I have gotten from Dr. Ruland giving possible dates for meetings, indicates that he is rather heavily scheduled, so that any talk you have with him would have to be arranged ahead of time. It might be well for you to get in touch with him by phone when it is convenient.

Sincerely yours,

Secretary

JIP:VW

0629

April 6, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, New York

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $25.00. This represents the following gift designated for Hua Chung College by the donor:

3/12	Dr. A. V. Casselman 1305 Race Street, Philadelphia	$25.00

This $25, together with the $5,000 already made available to the Hua Chung Trustees from gifts received up to February 29, 1940, brings the amount thus far made available to the Hua Chung Trustees up to $5,025.00, toward the $10,000 allocated to Hua Chung in the 1939-40 Sustaining Fund.

Very sincerely yours,

Executive Secretary

BAG:ES
Enclosure

0630

RECEIVED
UNIVERSITIES
APR 13 1940
JOINT OFFICE

0631

L.M. DEMAREST AND ASSOCIATES
INDUSTRIAL ENGINEERS CONSULTANTS
NEW YORK CENTRAL BUILDING
230 PARK AVENUE, NEW YORK, N. Y.

(2)

April 12, 1940

Mr. B. A. Garside, Exec. Secretary,
Associated Christian Colleges,
150 Fifth Avenue,
New York, N. Y.

Dear Mr. Garside:

I duly received your letter of April 6 with check for $25 from Dr. A. B. Casselman for emergency purposes for Hua Chung.

Yours very truly,

Oliver S. Lyford

Oliver S. Lyford

OSL:G

1 6 7
3 1 1 1
0632

RECEIVED
UNIVERSITIES
APR 13 1940
JOINT OFFICE

1671
3111
0633

April 19, 1940

Mr. Oliver S. Lyford, Treasurer
Hua Chung College
230 Park Avenue
New York City

Dear Mr. Lyford:

We enclose herewith check for $3,000.00 covering the grant from The Rockefeller Foundation for the year 1939-40. A copy of the letter from the Foundation is attached hereto.

You will note that the Foundation desires a report covering the use of these funds, and that any unallocated balance at the close of the year 1940-41 reverts to the Foundation.

It might be advantageous to communicate these terms to the field at the earliest possible moment so that a proper accounting for the use of these funds may be made to the Foundation.

Very truly yours,

C. A. EVANS

CAE/B
ENCS. - 2

1 6 7

3 1 1 1

0635

[No Budget enclosed]
April 22, 1940

1671

0636

Ack. 6/14/40
DDD

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

Domestic and Foreign Missionary Society of the Episcopal Church
Board of Foreign Missions of the Reformed Church
English Methodist Missionary Society
London Missionary Society
Yale-in-China Association, Inc.

OFFICERS OF BOARD OF TRUSTEES

Arthur M. Sherman, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
Edwin C. Lobenstine, D.D., *Vice-President*
49 West 49th St., New York City
John Wilson Wood, D.C.L., *Secretary*
281 Fourth Ave., New York City
Oliver S. Lyford, *Treasurer*
230 Park Ave., New York City
Robert Ashton Smith, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

New York, April 22, 1940

Associated Christian Colleges
150 Fifth Avenue
New York, N. Y.

Attention: Mr. Parker:

Dear Mr. Parker:

I enclose copy of a preliminary budget for Hua Chung College for 1940-41. You will note that this budget is prepared here in New York before having received the budget from China, but this is the best I can provide until the regular budgets comes from China.

The principal uncertainty relates to the contributions by the two British missions. I am assuming that they will provide at least one-half of what they provided in 1939-40.

You will note that the total U. S. equivalent of the extraordinary items which we hope to receive from the Associated Boards is approximately $11,000.

Very truly yours,

O S Lyford

Oliver S. Lyford
Treasurer

Enclosure
OSL-f

0637

RECEIVED
UNIVERSITIES
APR 23 1940
JOINT OFFICE

1167

0638

Associated Boards for Christian Colleges in China

One Hundred-fifty Fifth Avenue . . . New York, N. Y.

May 1, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, New York

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $42.50. This represents the gifts designated for Hua Chung College received by the Associated Boards during the month of April, as itemized on the attached sheet.

During the month of April we also transmitted to you the $3,000 received from the Rockefeller Foundation designated for Hua Chung College. Thus the amount we have received and transmitted to you during the month of April totals $3,042.50.

This amount, plus the $5,025 previously made available for the Hua Chung Trustees brings the total which you have thus far received up to $8,067.50, or approximately 80½% of the total objective of $10,000 which we are seeking for Hua Chung College as a part of our 1939-40 Sustaining Fund.

Very sincerely yours,

B. A. Garside

Executive Secretary

BAG:MS
Enclosures

0639

[2]

LIST OF DESIGNATED AND ALLOCATED GIFTS

HUA CHUNG COLLEGE

Received through the Associated Boards from March 30, to April 30, 1940.

Designated Gifts

3/29	Mr. George N. Bailey 1653 Barlum Tower, Detroit, Michigan	5.00	
4/5	Rev. G. H. Gebhardt 4948 Locust Street, Philadelphia, Pennsylvania	5.00	
4/8	Rev. Alexander C. Zabriskie Theological Seminary, Alexandria, Virginia	25.00	
4/9	Mrs. Theodora R. Crowell 828 Carpenter Lane, Mt. Airy, Pennsylvania	2.50	
4/17	Rev. Edwin T. Lewis 417 N. Washington Avenue, Whittier, California.	5.00	
			$42.50

0640

Mr. Oliver S. Lyford

May 2, 1940

Dear Mr. Lyford,

In accordance with your request, I am sending you herewith a tabulation showing from what geographical areas our special emergency and sustaining funds were secured in 1938-39 and to date in 1939-40.

You asked specifically as to the areas for which our staff members have had special responsibility. Mr. Caldwell has been active chiefly in Pennsylvania, Delaware, Maryland, Long Island, and certain localities elsewhere in New York, and has had special responsibilities for the promotional work of Fukien, Nanking, and West China. Mrs. Macmillan has been active in the areas checked in New England and up-state New York, and has a special relationship to the promotional work of Ginling College, Yenching Women's College, Cheeloo Woman's Unit, and Hwa Nan College. In these connections she has led in the cultivation of the Smith College support of Ginling, and the Wellesley College support of Yenching Women's College.

Cordially yours,

1 6 7

3 1 1 1

0641

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

May 10, 1940

F

Mr. B. A. Garside, Executive Sec'y
Associated Boards
150 Fifth Avenue
New York, N.Y.

Dear Mr. Garside:

I duly received your letter of May 1st with check to the order of the Central China College Foundation for $42.50, representing gifts designated for Hua Chung College and received during the month of April.

As you say, this brings the total amount received from the Associated Boards to $8,067.50 from the 1939-40 Sustaining Fund. This amount is very greatly appreciated by the Trustees and it is very helpful to the College.

Yours very sincerely,

Oliver S. Lyford

Oliver S. Lyford

OSL-f

1 6 7

3 1 1 1

0642

RECEIVED
UNIVERSITIES
MAY 11 1940
JOINT OFFICE

1671

0643

INDEXED

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

230 Park Avenue, N.Y.C.

May 16, 1940

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA-ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

Mr. B. A. Garside, Executive Sec'y
Associated Christian Colleges
150 Fifth Avenue
New York, N.Y.

Ack 5/20

Dear Mr. Garside:

I have been through the book of the Treasurer of Central China College Foundation and drawn off the record of the payments made to the Associated Boards for the last eight fiscal years, and I enclose a copy of the figures. I will be glad to have Mr. Evans check these figures and say whether they are correct.

Very truly yours,

Oliver S. Lyford

Oliver S. Lyford
Treasurer

Enclosure
OSL-f

0644

RECEIVED
UNIVERSITIES
MAY 17 1940
NM JOINT OFFICE

1
6
7
3
1
1
1

0645

CENTRAL CHINA COLLEGE FOUNDATION

Payments to ASSOCIATED BOARDS (Years ending June 30)

YEAR 1933-34 (1932/33) and

1933	Nov. 29		$ 31.36	
	December 2		31.36	
	Dec. 27		62.72	
1934	Feb. 20		171.92	
	June 5		515.75	$ 813.11

YEAR 1934-35

1935	Feb. 28		$ 100.00	
	May 31		250.00	350.00

YEAR 1935-36

1935	Aug. 16	adm 1934/35	$ 156.35	
	Dec. 23	Administr. $156.35		
		Promotion 150.00	306.35	462.70

YEAR 1936-37

1936	July 6		$ 100.00	
	Oct. 26	(Acct 1935-36?) Prom	50.00	
	Dec. 30	Administration	156.35	306.35

YEAR 1937-38

1937	Dec. 1	Administration	$ 156.35	
1938	Feb. 11	" $ 83.65		
		Promotion 504.00	587.65	744.00

~~YEAR 1938-39~~

1822 a/c Prom - 1937/1938	July 14	On Account	$1,000.00	
Balance 1937/38 - 382	Sept. 23	Promotion	766.00	1,766.00

YEAR ~~1939-40~~ 1938/39

1939	June 13			1,677.00

YEAR 1939-40

1940	Feb. 25			1,675.00

Def. 1931-32 Dec 8, 1932 62.72 Dec 29, 1932 [illegible]

1937/38 adm - 240. Prom - 2270 2510. 2,510.

0646

RECEIVED
UNIVERSITIES
MAY 17 1940
JOINT OFFICE

1 6 7

3 1 1 1

0647

[1]

INDEXED

May 20, 1940

Mr. Oliver S. Lyford, Treasurer
Board of Trustees
Hua Chung College
230 Park Avenue
New York, New York

Dear Mr. Lyford,

I have your letter of May 16, with its attached analysis of payments made by the Central China College Foundation to the Associated Boards during the last eight fiscal years.

We have checked our records carefully, and find that our accounts are in accord with yours as to the total amount of payments received from Hua Chung during the past eight years. However, our records differ in some points as to the fiscal years for which the various payments were received.

Attached hereto is our analysis of these payments. If you care to compare it with your own analysis, you will see wherein differences as to fiscal years occur. Of course the dates on our books showing remittances to have been received are usually a few days later than your books show the checks were drawn. The first five remittances you list as applicable to the year 1933-34, and as having been drawn in the year 1933, our books show to have been applicable to three fiscal years - 1931-32, 1932-33, and 1933-34 - and to have been paid in 1932 and in 1934. I believe that all the other items will be easy to compare.

Please let me know if there is any further information on these matters we can give you.

Very cordially yours,

BAG:MS
Enclsd

1 6 7

3 1 1 1

0648

[2]

ANALYSIS OF PAYMENTS
by
BOARD OF TRUSTEES, HUA CHUNG COLLEGE
for the operating budget of
ASSOCIATED BOARDS FOR CHRISTIAN COLLEGES IN CHINA
July 1, 1931 to May 20, 1940

Fiscal Year	Department	Amount Requested	Date of Payment	Amt. of Payment	Sub-Total	Total for Year	Asked but not Paid
1931-32	Administration	$125.44	Dec. 8, 1932	$62.72			
			Dec.29, 1932	62.72	$125.44	$125.44	
1932-33	Administration	156.36	Feb. 21, 1934	39.09			
			June 8, 1934	117.27	156.36		
	Promotion	106.00	Feb. 21, 1934	26.50			
		262.36	June 8, 1934	79.50	106.00	262.36	
1933-34	Administration	156.36	Feb. 21, 1934	39.09			
			June 8, 1934	117.27	156.36		
	Promotion	268.95	Feb. 21, 1934	67.24			
		425.31	June 8, 1934	201.71	268.95	425.31	
1934-35	Administration	156.35	March 1, 1935	100.00			
			Aug. 21, 1935	56.35	156.35		
	Promotion	1,135.37	June 3, 1935	250.00			
		1,291.72	Aug. 21, 1935	100.00	350.00	506.35	785.37
1935-36	Administration	156.35	Dec. 26, 1935	156.35	156.35		
	Promotion	704.00	Dec. 26, 1935	150.00			
			July 8, 1936	100.00			
		860.35	Oct. 29, 1936	50.00	300.00	456.35	404.00
1936-37	Administration	200.00	Jan. 4, 1937	156.35	156.35	156.35	43.65
1937-38	Administration	240.00	Dec. 3, 1937	156.35			
			Feb. 15, 1938	83.65	240.00		
	Promotion	2,270.00	Feb. 15, 1938	504.00			
		2,510.00	June 20, 1938	1,000.00			
			Sept.26, 1938	766.00	2,270.00	2,510.00	
1938-39	All Services	1,677.00	June 14, 1939	1,677.00	1,677.00	1,677.00	
1939-40	All Services	1,675.00	Feb. 27, 1940	1,675.00	1,675.00	1,675.00	
	TOTALS	$9,027.18				$7,794.16	$1,233.02

0649

OLIVER SMITH LYFORD
125 DANA PLACE
ENGLEWOOD. NEW JERSEY

May 24, 1940
Ack. 6/29/40

Dear Mr. Garside,

Here is my contribution for 1939-40. I wish it could be larger.

Yours very truly,
Oliver S. Lyford

1 6 7
3 1 1 1
0650

RECEIVED
UNIVERSITIES
MAY 31 1940
JOINT OFFICE

May 29, 1940

Mr. Oliver S. Lyford
125 Dana Place
Englewood, New Jersey

Dear Mr. Lyford,

Our grateful thanks for your generous gift of $25.00 for the China Colleges. Our formal receipt is attached.

We certainly appreciate all that you are doing for the Colleges in such a wide variety of ways. These are days when such loyalty and support are more treasured than ever before.

Within the next few days we must get together on some of the questions now pending with regard to organization and personnel for the coming year.

Very sincerely yours,

BAG:MS
Enclosure

1 6 7
3 1 1 1
0652

Extra copy

Associated Boards for Christian Colleges in China

One Hundred-fifty Fifth Avenue . . . New York, N. Y.

June 1, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, New York

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $128.00. This represents the following gifts received by the Associated Boards for Hua Chung College during the month of May:

A. Gifts designated to Hua Chung by the donor:

5/21 Miss Gertrude Cody Wheaton
3040 Somerton Road
Cleveland Heights, Ohio $ 3.00

B. Gifts received without designation, but allocated to Hua Chung since they were received from the constituents of that institution:

5/3 Miss Sarah F. Bremer
45 Leicester Street
Brookline, Massachusetts $100.00

5/6 Miss Marian DeC. Ward
19 Garden Street
Cambridge, Massachusetts 25.00

$125.00 125.00

$128.00

The British United Committee has also notified us that during the last few months they have transmitted to Hua Chung College the following amounts:

Toward the general budget	108	2s.	2d.
Toward settlement expenses	50		
	158	2s.	2d.

We have included these gifts from the British United Committee on our records at the exchange ratio of US$3.40 to 1, which is the rate prevailing on the day when our entries were made, and is understood to be more favorable to Hua Chung than the actual rate prevailing when the United Committee sent its remittances forward. This makes the equivalent in U.S. currency $537.61. Thus the total shown on our records as having been received for Hua Chung during the month of May is $665.61.

This amount, plus the $8,067.50 previously made available for the Hua Chung Trustees, as set forth in my letter to you under date of May 1, 1940, brings the total which you have thus far received up to $8,733.11, or approximately 87 1/3 of the total objective of $10,000 which we are seeking for Hua Chung College as a part of our 1939-40 Sustaining Fund.

Very sincerely yours,

B. A. Garside

Executive Secretary

BAG:MS

0653

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

June 3, 1940
Ack. 6/11/40

Dr. B. A. Garside, Executive Sec'y
Associated Boards
150 Fifth Avenue
New York, N.Y.

Dear Garside:

I have your check for $128 on account of the Sustaining Fund for Hua Chung College.

I concur in your figures but they enable me to understand a little more clearly how aggravating it is to have contributions, such as those from the British United Committee, treated as though these contributions resulted from the activities of the Associated Boards.

Very truly yours,

Oliver S. Lyford

Oliver S. Lyford

OSL-f

1 6 7
3 1 1 1
0654

RECEIVED
UNIVERSITIES
JUN 4 1940
NM JOINT OFFICE

1671
3111
0655

ASSOCIATED BOARDS FOR CHRISTIAN COLLEGES IN CHINA

150 Fifth Avenue
New York City

June 10, 1940

President Francis C. M. Wei
Hua Chung College
Hsichow, Talifu
Yunnan, China

Dear Dr. Wei:

Several times during the past year we have had occasion to write concerning various reports that need to be made out and sent to America. In one of my letters, I promised to remind you of these again at the time when the reports should be prepared. I am listing hereunder in separate paragraphs the items required. All of these are required fairly early in the Fall and since the China mails are so uncertain, we wish to request you to have these reports prepared immediately upon the closing of the books as of June 30, 1940. This will insure their reaching us in time for use and for delivery to the persons concerned, so that no complications will arise.

1. Report to the Harvard-Yenching Institute. This report is required by the Harvard-Yenching Institute to be in hand in ample time before their Fall meeting in order to prepare it for presentation. We have had difficulty in getting reports from some of the Colleges in time for this meeting, and this last year we have had two cases of the postponement of payment of the grants as a result of this delay. May we urge you to send this report in ahead of time so that there will be no danger of repetition of this situation in the case of any of our Colleges?

2. Report regarding Special Rockefeller Foundation Grants. In connection with the Sustaining Fund grants for the year 1939-40, there was designated by the Rockefeller Foundation the sum of $3,000 for Hua Chung College. This grant was made with the understanding that a full report would be given as to how this money was applied during the year. We should have immediately a report on this amount, so that we may compile the proper information for the Rockefeller Foundation. No appeal for funds for 1940-41 can be made until this report is completed.

3. Statistics for Annual Report of the Associated Boards. We have mentioned at various times the information required for the Annual Report of the Associated Boards. In the past we have had considerable difficulty because of the lateness with which this information comes in, and this has greatly handicapped us in the use of our Annual Report. We should have the material in hand so as to begin the preparation of our report not later than the first of September. In our general letter dated March 5, we attached a form asking for certain information for our statistics. We are attaching another copy of this form, so that you may have it at hand to fill in and return to us as promptly as possible. If this information can be secured from each one of the Colleges, it will enable us to make a much more complete and accurate Annual Report than has hitherto been possible.

We earnestly request your careful attention to the items listed above concerning these various reports. None of these reports should reach us later than the last week in September, if we are to use them properly. As mentioned above, the uncertainty of the China mails makes it important to allow plenty of time for the reports to reach us.

0656

Thanking you for your cooperation in the preparation of these reports, I am

Sincerely yours,

Secretary

JIP:VW
Enc.

0657

STATISTICS FOR THE ANNUAL REPORT OF THE ASSOCIATED BOARDS

Teaching Staff (based on full time service) Chinese_____ Western_____ Total_____

Student Enrollment during Year Men _____ Women _____ Total_____

T otal Expenditures for Year, in Chinese Currency $ _____

(Do not include salaries of staff furnished by mission boards.)

Total Income for Year, in Chinese Currency:

From Chinese Sources $ _____

From Western Sources $ _____

(Do not include salaries of staff furnished by mission boards.)

Total $ _____

Valuation of Plant, Grounds and Equipment, in Chinese Currency $ _____

Average Exchange Rate for Year _____

Number of Staff furnished and paid for by Mission Boards:

Indicate Board furnishing	Married	Single
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

June 11, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, New York

Dear Mr. Lyford,

I have your note of June 3, acknowledging our latest remittance to the Sustaining Fund of Hua Chung College.

There has certainly never been any intention to treat contributions from the British United Committee "as though these contributions resulted from the activities of the Associated Boards". Each year, when the list is made up of the special needs of the individual Colleges to be sought during the coming year, every effort is made to include both the entire list of needs of the Colleges and also the activities both of the Associated Boards and the British United Committee. Every year our office is in fairly close consultation with the office of the British United Committee as these lists are being compiled, and as our activities for the year are projected. Till the war broke out in Europe, we were trying to maintain an understanding with the British Committee as to the pro rata share of our annual emergency fund which would be sought in Great Britain and would be sought here in North America. We have tried to make it plain to the Treasurers of the various Colleges that gifts for these special needs would be coming to them both from Great Britain and North America.

If we were to ignore our British colleagues in our special campaigns from year to year, it would be a serious breach in our cooperative relationships with them, and would cause both hurt feelings and withdrawal of interest on the other side of the Atlantic. Even in the midst of the present war, when our British friends are unable to do much, it would be a serious mistake to ignore them altogether.

I recognize that there is a tendency to think of our annual emergency fund or sustaining fund as purely a North American undertaking. This may be quite all right to the extent that it gives our American friends a sense of responsibility and a pride in accomplishment. But we have tried to make plain in all of our Associated Boards statements and reports that the undertaking is a cooperative one, and have sought to give full credit to our British colleagues.

We would be grateful for your suggestions as to how we can plan and conduct this particular project in a way that will make the matter clearer to everyone concerned.

Very cordially yours,

BAC:MS

0659

June 15, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

Attached hereto is the letter to President Wei, concerning which I phoned you this morning. It is not necessary that this letter be forwarded to President Wei in this form, unless you feel that it is necessary. Please feel at liberty to quote from this letter to Mr. Coe, or to revise it in any way and send it on to Dr. Wei.

Sincerely yours,

Secretary

JIP:VW
Enc.

0660

June 25, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

The attached memorandum covers the meeting of the executive staff held on June 20. As this concerns the plans for the coming year, you will be interested in having this copy for reference.

Sincerely yours,

Secretary

JIP:VW
Enc.

1 6 7

3 1 1 1

0661

June 27, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

The attached minutes of the Executive Committee of June 21 include two items which should come to your attention as Treasurer of the Hua Chung College Board.

Minutes E-1104 and E-1105 concern the proposed Sustaining Fund for the coming year, and list the amounts allocated to the various Colleges.

Under vote E-1107 you will find the approved shares in the budget of the Associated Boards. We hope you will be able to get the necessary action from the Hua Chung Board as to the acceptance of this share.

Under vote E-1111 recommendations (a) and (b) concern your election as a member of the Executive Committee, and the item to be taken up with the Hua Chung College Board regarding their representation.

Sincerely yours,

Secretary

JIP:VW
Enc.

0662

RECEIVED
UNIVERSITIES
SEP 20 1940
'T OFFICE

1 6 7

3 1 1 1

0663

July 15, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York, New York

Dear Mr. Lyford,

Enclosed herewith is a check to the order of the Central China College Foundation in the amount of $17.50. This represents gifts received by the Associated Boards for Hua Chung College during the month of June as follows:

A. Gifts designated to Hua Chung by the donor:

6/25	Rev. J. A. Muller 4 St. John's Place Cambridge, Massachusetts		$5.00

B. Gifts received without designation, but allocated to Hua Chung since they were received from the constituents of that institution:

6/7	Dr. A. L. Warnshuis 156 Fifth Avenue New York, New York	(½)	2.50	
6/24	Rev. Arthur M. Sherman 412 Sycamore Street Cincinnati, Ohio		10.00	
				12.50
	TOTAL			$17.50

This amount, plus the $8,733.11 previously made available for the Hua Chung Trustees, as set forth in our letter of June 1,1940, brings the total which you have thus far received up to $8,750.61, or approximately 87 1/2% of the total objective of $10,000.00 which we are seeking for the Hua Chung College as a part of our 1939/40 Sustaining Fund.

Very sincerely yours,

Associate Treasurer

CAE:DKI
Enclosure

0664

September 25, 1940

Mr. Oliver S. Lyford
230 Park Avenue
New York City

Dear Mr. Lyford:

I mentioned to you the other day the matter of re-nominating the representatives of the Hua Chung Board to the standing committees of the Associated Boards. For your record, the present representatives of the Hua Chung Board are as follows:-

Executive Committee - John W. Wood, E. C. Lobenstine, Oliver S. Lyford

Committee on Finance - E. C. Lobenstine

Committee on Promotion - Oliver S. Lyford

Committee on Christian Character, Staff and Curriculum - A. V. Casselman
John W. Wood

There should be one regular appointee for each committee, and one alternate. You will note in this connection that there is an over-representation on the Executive Committee, and an under-representation for the Committee on Finance and the Committee on Promotion.

I think you will also notice that only four members of the Hua Chung Board are involved in the various representations, and you may find that there are other members of the Board who will be active on our committees, and valuable additions to them.

If your Board takes action at the meeting this week on these nominations, the matter could be reported and acted upon at the Executive Committee meeting on October 4.

Sincerely yours,

Secretary

JIPsVW

0665

RECEIVED
UNIVERSITIES
SEP 26 1940
JOINT OFFICE

0666

Fil
W. Tupper Lake, N.Y.
answered
Oct. 10, 1940.

Dear Mr. Parker,

We came up here for a few days rest after terminating our occupancy of the house at Plandome and moving our stuff back to Englewood. I expect to be in New York from Oct 16 to 20th and then go to the friends in Stroudsburg for the remainder of the month, before settling down in New York City for the next four months.

I did not have opportunity, before leaving, to get for you the initials of Mr. Whitney and Mr. Addison who were appointed at the last meeting of the Yenching Board

1671

0667

to represent us on committees of the Associated Boards.

Mr. Whitney is assistant treasurer of the Homestic + Foreign Missionary Society and Mr. Addison has been elected to take Mr. Woods' job as general secretary of missions on Jan 1st. I believe Mr. Addison and Mr. Whitney will be appointed as alternates on the Hua Chung Board.

Will you not telephone the H. + F. M. Society, - Gram. 5-3012 - and get from that office the full names of these two men and any further information which you may need regarding them?

Yours very truly,

Oliver S. Lyford

1671

0668

RECEIVED
UNIVERSITIES
OCT 11 1940
PATENT OFFICE

0669

Ack. 11/18/40 J & P

HUA CHUNG COLLEGE

(*Central China College*)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

November 14, 1940

Mr. Joseph I. Parker, Secy.,
Associated Christian Colleges,
150 Fifth Ave.,
New York City

Dear Mr. Parker:

I find that I have not notified you officially of the action of the Board of Trustees of Hua Chung College regarding the special askings of the Associated Board during the year 1940-41, the allotment from these askings to Hua Chung College, and the proportion of the estimated annual balance of operations of the Associated Boards requested from Hua Chung.

I beg to advise that at the meeting of the Trustees of Hua Chung College on September 27, 1940, it was formally voted that the Trustees approve the total askings proposed for the year 1940-41, and accept as the share of Hua Chung College $7,500. for the period from July 1, 1940 to June 30, 1941, and $3,000. for use in the period July 1, 1941 to December 31, 1941, subject to possible revision of the latter amount by the Executive Committee of the Associated Boards. The Executive Committee also voted authority to the Treasurer to pay to the Associated Board $2,238. towards the operating expenses of the Associated Boards for the fiscal year ending 1941.

Yours very truly,

Oliver S. Lyford,
Treas.

0670

RECEIVED
UNIVERSITIES
NOV 15 1940
JOINT COMM.

1671

0671

No attached enclosure
to Letter of NOV. 14, 1940

1671

0672

Ack.
11/18/40
996

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

November 14, 1940

Mr. Joseph I. Parker, Secy.,
Associated Christian Colleges,
150 Fifth Avenue,
New York City.

Dear Mr. Parker:

I hand you herewith a statement prepared by Mr. John L. Coe, Treas. of the Hua Chung College, showing how the emergency grant of $3,000. to Hua Chung from the Rockfeller Foundation was spent.

We shall be glad to have you report this to the Rockfeller Foundation.

Yours very truly,

Oliver S. Lyford,
Treas.

1 6 7

3 1 1 1

0673

RECEIVED
UNIVERSITIES
NOV 15 1940
JOINT OFFICE

1167
3111
0674

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

November 29, 1940
Ack. 12/3/40

Associated Boards of
Christian Colleges in China,
150 Fifth Ave.,
New York City

Dear Sirs:

Enclosed please find check of Mr. Ferris J. Meigs for $25. payable to the Associated Boards. Mr. Meigs's address is 81 Pondfield Road, Bronxville, N.Y.

Yours very truly,

Oliver S. Lyford

0675

6 1940

November 30, 1940

Mr. Oliver S. Lyford
250 Park Avenue
New York, N. Y.

Dear Mr. Lyford:

We are making a distribution of the designated and allocated gifts received through our office up to the 30th of November. We are withholding any distribution of undesignated gifts pending the receipt of larger funds which should be in hand during the month of December.

The enclosed check for $5.00 covers a remittance from Miss Elizabeth R. Gerhard of 129 East Vine Street, Lancaster, Pennsylvania.

With sincerest personal regards, I am

Very truly yours,

C. A. EVANS

CAE/B
ENC.

cc: Accounting Office

0677

RECEIVED
UNIVERSITIES
FEB 8 1940

1671

0678

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

December 3, 1940

Mr. C.A.Evans, Treas.,
Associated China Colleges,
150 Fifth Ave.,
New York City

Dear Mr. Evans:

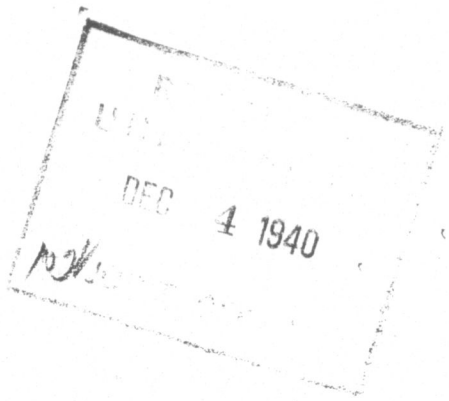
I acknowledge receipt of your letter of November 30th with check from Miss Elizabeth R. Gerhard.

I am writing Miss Gerhard expressing our appreciation for this gift received through you.

Yours very truly,

Oliver S. Lyford

0679



1 6 7 3 1 1 1

0680

December 13, 1940

Mr. C.A.Evans,
Associate Treasurer,
Associated Boards for
Christian Colleges in China,
150 Fifth Ave.,
New York City.

Dear Mr. Evans:

Referring to our telephone conversation of this morning and the inquiry from the Harvard-Yenging Foundation, I beg to report as follows:

The Board of Trustees (Founders) of Hua Chung Central China College, in the United States, are acting for the time being as Directors, owing to the inability of the Directors in China to act.

The Central China College Foundation is incorporated under the laws of the State of New York with the usual powers for receiving and handling funds.

The College, now located at Hsichow, Yunnan Province, is being operated by President Francis C.M.Wei, with an Executive Committee, Pro-tem, consisting of men of his faculty, appointed by the Trustees (Founders) as a temporary expedient to continue only until a Board of Directors in China shall be able to function.

Dr. Wei has found that for the sake of safety, as well as to secure the highest profit on the sale of foreign drafts, it is best to have the funds of the College in a New York Bank. Therefore, he has transferred practically all his foreign funds from Hong Kong to the National City Bank of New York, in New York City, and he draws on these funds direct from Hsichow, selling his drafts in Kunming or elsewhere. The account in the National City Bank is in the name of Central China College.

The account is surrounded with various safeguards, and, in its control, the Treasurer of Central China College Foundation is cooperating closely with Dr. Wei and with Mr. John L. Coe, Treasurer of the College who is ordinarily in China but is at present in the United States. Mr. Coe expects to return to China in January.

0681

In view of the above facts, I suggest that the check of the Harvard-Yenging Foundation be made payable to "National City Bank of New York for the account of Central China College" and mailed to me at 230 Park Ave., New York City. I will then deposit it in the National City Bank and will notify Dr. Wei that it is so deposited.

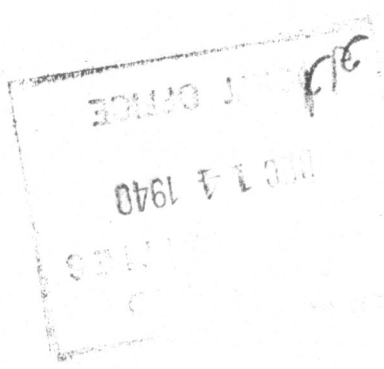
Yours very truly,

Oliver S. Lyford

Oliver S. Lyford
Treasurer, Central China College Foundation

0682

E890



,anSVA.A.C .TM -S-
Aasoo.Bde.GTD.coLLegeo cnlnc'
.C.Y.N

In view of the above facts, I suggest that the check
Letterhead of "Affiliated Institution of Higher Learning"
to the Harvard-Radcliffe Foundation be made payable to Central China College
City Bank of New York for the account of Central China College
and mailed to me at 252 Park Ave., New York City. Bank and Tax Division
geposit if it is not National City Bank and Trust Co. for
.beposited is so that it

Yours very truly,

Otto L. Tyler
Director, Central China College Foundation

HUA CHUNG COLLEGE

(Central China College)

WUCHANG, CHINA

Temporarily located at

HSICHOW, VIA TALI, YUNNAN

COOPERATING BOARDS

DOMESTIC AND FOREIGN MISSIONARY SOCIETY OF THE EPISCOPAL CHURCH
BOARD OF FOREIGN MISSIONS OF THE REFORMED CHURCH
ENGLISH METHODIST MISSIONARY SOCIETY
LONDON MISSIONARY SOCIETY
YALE-IN-CHINA ASSOCIATION, INC.

OFFICERS OF BOARD OF TRUSTEES

ARTHUR M. SHERMAN, S.T.D., *President*
412 Sycamore St., Cincinnati, Ohio
EDWIN C. LOBENSTINE, D.D., *Vice-President*
49 West 49th St., New York City
JOHN WILSON WOOD, D.C.L., *Secretary*
281 Fourth Ave., New York City
OLIVER S. LYFORD, *Treasurer*
230 Park Ave., New York City
ROBERT ASHTON SMITH, *Associate Secretary*
905-A Yale Station, New Haven, Conn.

December 13, 1940

Mr. C.A.Evans,
Associate Treasurer,
Associated Boards for
Christian Colleges in China,
150 Fifth Ave.,
New York City.

Dear Mr. Evans:

I am handing you herewith another letter which outlines in some detail the setup for the financial operations of Hua Chung College. It seems to me desirable that the Harvard-Yenging Foundation should know the whole story, and I am sending you the original and a carbon so that you can forward the original to them if you think best.

You will note that I have suggested that the check be made payable to "National City Bank of New York for the account of the Central China College". I suggested to you over the phone that the check be made payable to Central China College Foundation, but, on further thought, and in view of the understanding I have with the National City people, the procedure in the letter seems to me better.

Yours very truly,

Oliver S. Lyford

Oliver S. Lyford,
Treasurer, Central China College Foundation

0684

RECEIVED
UNIVERSITIES
DEC 14 1940

0685

December 31, 1940

ACK
1/2/41

Mr. Oliver S. Lyford
280 Park Avenue
New York, N. Y.

Dear Mr. Lyford:

We are enclosing herewith check for $3,570.00 representing a distribution of Hua Chang's share in Undesignated Gifts received by the Associated Boards.

This distribution is made under date of December 27, 1940 and represents a forty-five per cent distribution of receipts for the first six months of the fiscal year.

You will note that this is a substantial proportion of the $7,800.00 set as the initial goal for Hua Chang College during the current year.

Very truly yours,

C. A. EVANS

CAE/s
Encl.

0686

ASSOCIATED
UNIVERSITIES
JAN 7 1941
JOINT OFFICE

1 6 7

3 1 1 1

0687