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COLLEGE FILES
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Shantung/Cheloo
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Clayton, A.E. 1937-1938

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

17th September, 1937.

TELEGRAPHIC ADDRESS:
CHEELOO

Dr. B.A.Garside,
Associated Boards,
150, Fifth Avenue,
New York.

Dear Dr. Garside,

In checking over the Bankers Trust Company statements and comparing them with the A.M.T. monthly accounts and your reports there are three items which I am unable to identify. I should be very glad if you would let me have some information about them so that I may know to what accounts they should be credited. These items are as follows:-

	Paid in May 5 1937	407.88
<i>Income in Rohrman Fund</i>	June 8	52.89 (Field Rohrman Inc.)
<i>Day of Prayer Offering</i>	July 1	959.71 (E & B Campaign Com.)

As a newcomer to this office I find it difficult to understand some of the names and initials which were probably quite clear to Dr. Lair, and I should be grateful for your assistance in this matter.

We are of course quite seriously affected by the war situation, though not actually in a war zone at present. Not more than about half the old students have registered, and freshmen do not come till next Monday. We do not know yet how many there will be. Owing to their financial difficulties we have been compelled to take only half fees at this time. The Railway and the Ministry are unable to repeat their grants so the outlook is not too promising.

Yours sincerely,

CHEELOO UNIVERSITY

W. E. Layton
Treasurer

AEC/GMH

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CHEUNG UNIVERSITY
TIANJIN, CHINA

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JOINT OFFICE

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CHEELOO UNIVERSITY

TSINAN, CHINA

Temporary address. *noted J.M.*

OFFICE OF THE TREASURER

Chung Te Middle School.
Yang Hsin Road.
Tsingtao.
Shantung. N. China.

TELEGRAPHIC ADDRESS:
CHEELOO

16th.Oct.1937.

Dr.B.A.Garside.
150 Fifth Avenue.
New York. U.S.A.

Dear Dr.Garside,

ack 11/29

Dr.Shields has written to you about the money which is on call in New York. We shall need this for November salaries and so shall be glad if you will have the first amount telegraphed to the Hongkong & Shanghai Banking Corporation, Tsingtao. Dr Shields suggests that we have all the money available, sent out in three lots at intervals of a month. The latter two being remitted by mail. I hope this will be convenient to you. President Liu Has already written to you about our movements. There is very little to add to his news except that to-day's news says that the Japanese are near the Yellow River which is only 5 miles from Tsinan. ~~Our~~ funds are very low. After paying October salaries, there will be very little money in the bank, hence the request to telegraph funds. With all good wishes,

Very sincerely yours

A. A. Clayton

*Paid 11/26/37
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CHEELOO UNIVERSITY

TSINAN, CHINA

TELEGRAPHIC ADDRESS
CHEELOO

Temporary address
China Te Middle School
Yanor Hair Road
Tsinan

OFFICE OF THE TREASURER

Shantung, N. China

Sept. Oct. 1937

Dr. E. A. Gerstner
120 Fifth Avenue
New York, U.S.A.

Dear Dr. Gerstner:

Dr. Shleiss has written to you about the money
which is being raised in the U.S.A. for the
purpose of building a school in Tsinan.
It is very interesting to hear from you
and we are glad to hear that you are
interested in the project. We have all the
money we need for the school and we are
out in the lot at intervals of a month.
The letter to you is convenient to you.
President Liu has already written to you
and there is very little to be done at
this time. The money is being raised
only from the U.S.A. Our funds are very low
and we are very little money in the bank.
We are very glad to hear from you and
with all good wishes,
Very sincerely yours,
(Signature)

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9,343.29

November 29, 1937

Rev. A. E. Clayton
Chang Te Middle School
Yang Hsin Road
Tsingtao, Shantung, North China

Dear Mr. Clayton:

Your letter of October 16th has been received, and as requested, we immediately deposited \$2,000 with the Hongkong & Shanghai Banking Corporation in New York City, which in turn is to be deposited in the banking account at Tsingtao.

The total amount for the appropriation of medical funds for the year amounts to \$9,289.75, plus any additional pledges for this purpose which may be received. Two thousand dollars has been deposited to the Cheeloo account, which makes a total of \$4,000 having been paid to the field.

We will hardly be in a position to send all of this out at intervals of a month as all of the collections will not have been made. Fully \$3,500 more is to be collected, and it does not seem possible that all of this will be paid within the next couple of months, as some of the pledges run until the latter part of the fiscal year.

We are wondering if this request means that you have changed your banking arrangements with the Bankers Trust Company here in the United States, and if you wish to change the method of making deposits.

We note that after having deposited the \$4,000 there will be remaining in actual cash on hand \$1,118.45. This, together with any new money collected in the meantime, will be the actual amount we can deposit at the end of the coming month. Meanwhile, you will have opportunity to write us again covering the situation more in detail. It is quite possible that you will not have with your material our letter of July 21st covering remittances to the field, and we are enclosing a copy herewith.

Very sincerely yours,

C. A. Coans

CAE:RC
Enc.

564

December 9, 1937

Rev. A. E. Clayton
Cheeloo University
c/o Chung Te Middle School
Yang Hsin Road
Tsingtao, Shantung, China

My dear Mr. Clayton:

You asked us to make remittance on the appropriation for the Medical School covering \$2,000. at three intervals and the balance later on.

As we cabled \$2,000 last month and previously deposited \$2,000. in your Cheeloo account in New York City, we are now sending you draft for \$2,000., feeling that you can use it to better advantage than making the cable transfer from New York.

We have excellent service with the Bank of China in the interior of China, but as you have specified the Hongkong Shanghai Banking Corporation, we felt it best to be guided thereby. We hope this reaches you in ample time for your use.

At the present time, after having drawn this \$2,000., there will have been paid to your account \$6,000., leaving a balance of \$1,618.45 outside of pledges. We are doing our best to collect these, and undoubtedly the drive in which we are now engaged will stimulate payment on these accounts. Quite naturally we can only pay what we have received.

At a later date we will send a duplicate of this letter and of the draft, in case the first is not received.

Very truly yours,

C. A. Coans

CAE:RC
Enc.

INDEXED

December 27, 1937

Rev. A. E. Clayton
Cheeloo University
Chung Te Middle School
Yang Hsia Road
Tsingtao, Shantung, China

My dear Mr. Clayton:

Your letter of November 18th at hand, and we are wondering if our reply will reach you. This morning's paper indicates that Tsinan has fallen into the hands of the Japanese and that Tsingtao is being blockaded. In any event, there should be no serious interruption of mail as a communication from Yenching this morning shows that not one of our letters to Yenching has been lost. At times there was considerable delay, but eventually the letters got through.

You raise a question regarding salary for Miss Fuller. The recommendation of the Women's Committee was that the US\$1,300. be used for Miss Fuller, which would include outfit, salary and travel for the first year. The nominal salary for missionaries of the Methodist Board of Foreign Missions is \$75. Gold per month in North China, or \$900. per year. We take it that she would be paid on the same basis.

The \$400. alluded to in our previous letter apparently was not delivered to Miss Fuller, she having left Japan before the Presbyterian Treasurer received instructions. We are asking that this money be returned.

Very truly yours,

C. A. Coane

CAB:RC

566

February 2, 1938

Rev. A. E. Clayton
Rock View
East Beach
Chefoo, China

Dear Mr. Clayton:

Under date of November 29th, we wrote you regarding the depositing of medical funds with the Hongkong Shanghai Banking Corporation in Tsingtao. On December 7th, we sent a draft for \$2,000 to the Hongkong Shanghai Banking Corporation in Tsingtao. This makes a total of \$4,000 which has been deposited in this account.

We have been in telephone conversation with the Bankers Trust Company and find that today we have a balance of \$9,343.29, and there seems to be no reason why we should continue to make deposits to other accounts when this account is available and you are authorized to draw checks thereon. All of the other universities in China are refusing to take funds from the United States, it being their policy to use all of the local currency which they have on hand, and thus building up a reserve in the United States which, of course, will be to the credit of the field. In every instance we are investing the fund, keeping a separate cash account, also a separate income account.

We are sending this letter by air mail to the Pacific Coast with the hope that it will get the boat sailing Saturday, as we wish to have you advised as to what we have in mind and yet, at the same time, we do not wish to have you lacking the necessary funds for daily expenses.

With sincerest regards to you all, I remain

Very truly yours,

C. A. Evans

CAE/B

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INDEXED

February 8, 1938

Mr. A. E. Clayton
Cheeloo University
Tsinan, Shantung, China

Dear Mr. Clayton:

I enclose herewith a copy of a long letter I have written to Miss Josephine Fuller, asking for detailed information as to the status of her travel and salary accounts. There has been a complete lack of any information here in our office as to just what has happened with regard to Miss Fuller's finances, from the date she arrived in Japan last August down to the present time.

Our understanding of the arrangements between Miss Fuller and Cheeloo University is that the University will pay her salary from month to month as a regular member of the staff of the Woman's Unit, this item being covered by the appropriation which the Cheeloo Woman's Committee is making to the 1937-38 budget of the University. No attempt has been made here in New York to define the exact amount Miss Fuller is to receive from month to month in salary or allowances, these details to be left to the field. These matters were discussed quite fully with Mrs. Yui before she left last summer, so I trust that your office has arrived at a clear understanding with her. There is a possibility that a little later on the Women's Foreign Missionary Society might be willing to consider Miss Fuller one of their affiliated missionaries, but nothing has been worked out along those lines as yet.

On November 18th you wrote Mr. Evans asking for information as to what Miss Fuller's salary was to be. On December 27 he stated that the recommendation of the Woman's Committee was that "U.S. \$1300 be used for Miss Fuller, which would include outfit, salary, and travel for the first year. The nominal salary for missionaries of the Methodist Board of Foreign Missions is \$75 gold per month in North China or \$900 per year. We take it she would be paid on the same basis." I believe however that Mr. Evans had no intention of fixing definitely the monthly salary of Miss Fuller if the conditions on the field are such that some other figure would be more appropriate. Also, in addition to her basic salary, there are many questions of allowances in connection with her Language School study, which we here in New York could not possibly answer.

568

FEB 8
1938

We will be grateful for your assistance in clarifying these financial questions related to Miss Fuller, so that we may have the necessary facts in our records and will have them available whenever this information is requested.

Very sincerely yours,

BAG:EW
Enc. 1

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CHEELOO UNIVERSITY

~~TSINGTAO~~ CHINA

Rock View.
East Beach. *noted*
Chefoo. *H.M.*

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
~~XENKEXKX~~

Cheetah Chefoo.

25th. January 1938.

Mr. C. A. Evans.
Associated Boards for
Christian Colleges in China.
150 Fifth Avenue.
New York.

ack
2/4

Dear Mr. Evans,

Thank you for your letters of the 20th. & 29th. November.
We much appreciate your help in sending us the \$2000.- and I note all
your remarks.

No, we are not making any change in our arrangements of
banking with the Bankers Trust. Dr. Shields needed this money quickly
as we had to transfer large sums to Szechuen for the use of our Medical
School which had transferred there for the time being. They will remain
in Szechuen until the end of the present academic year.
It was necessary to remit while we could get the Chinese banks to arrange
the transfer. It is now impossible to get any money transferred through
native banks to West China.

Thank you for the advice of the H.Y.I. appropriation.
I had to leave Tsingtao when conditions got serious there,
and am now staying at Chefoo. I plan to stay here until it is possible
to return to Tsinan. I had very uncomfortable quarters in Tsingtao.
Here I am trying to keep warm in a summer bungalow and find it very difficult.
Chefoo has not yet been taken over and we are all hoping that it will be
very soon.

No foreigners are allowed to leave Tsinan without a
Military pass from the Japanese authorities and these take at least two
weeks to arrange. It may mean waiting as long, after we are taken over,
before I shall be allowed to return to Tsinan. I shall indeed be glad
to get back there.

President Liu sailed from Shanghai last week. He is
looking forward very much to meeting you all,

With kindest regards,

Yours very sincerely

A. L. Clayton

CHEUNG UNIVERSITY

HONGKONG CHINA

TELEGRAMS ADDRESS
CHEUNG

Post Office
East Branch
No. 20

OFFICE OF THE LIBRARIAN

Library
148, 1938
JOINT

Mr. E. A. Evans
Associated Eastern
Editions Company
150 Fifth Avenue
New York

Dear Mr. Evans:

We are pleased to

hear from you

and are glad to

know that you

are interested

in our work.

Very truly yours,

Librarian

Cheung University

Hong Kong

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Chefoo. 12th. February 1938.

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

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

*ack
3/18*

My Dear Mr. Evans.

I find I have many of your letters unanswered. I can only plead the unsettled times.

You will have heard that Chefoo and Tsingtao were taken over by the Japanese forces, fortunately without any loss of blood. Since then, things have been settling down quietly.

I am closing the Chefoo office today and leave for Tientsin in a few days, from where I hope to be able to reach Tsinan by rail. Letters to hand from Tsinan say that everything there is now quiet and peaceful and they need me there. As things have turned out it would have been much better had I remained there.

Thank you for the draft for \$2000.- and for the advices of the various amounts deposited with the Bankers Trust, including the one for Dr. Morgan.

Miss Fuller's position is now clear, and I am writing to her today sending her particulars. She writes that she finds the study of the Chinese language very interesting and is making very good progress. She is also helping with the sports at the American School in Peking.

President Liu should arrive at Port Said today. Before long you will have him with you and I hope he will have a very profitable visit.

With all good wishes,

Yours sincerely

A. E. Clayton

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MAR 15 1938

THE JOINT BOARD OF THE TREASURY

OFFICE OF THE TREASURER

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MAR 15 1938
JOINT OFFICE

RECEIVED
MAR 15 1938
JOINT OFFICE

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February 25, 1938

Rev. A. E. Clayton
Chefoo
North China

My dear Mr. Clayton:

We have been wondering to just what extent you have been turning your thoughts toward the 1938-39 budget. We have not written you before, as it seemed rather futile to bring the subject up when the University is not operating on its own campus. The future must be faced, however, and it is quite possible that you are giving it more attention than we have anticipated.

Insofar as we can see at the present time, the anticipated income for 1938-39 is as follows:-

American Board - School of Theology.....	\$ 800.00	
General Endowment.....	6,500.00	✓ 2/3
Harvard-Yenching Institute.....	9,473.68	
Day of Prayer Offering.....	850.00	95
Woman's Committee Endowment Income.....	3,250.00	✓ 1/3
Rohrman Fund Income.....	52.00	
	<u>\$20,925.68</u>	
Less: Home Administration, Incidentals, Governors' Expenses and Promotional.....	<u>3,095.00</u>	
	<u>\$17,830.68</u>	

The foregoing are purely preliminary figures, but are the best we can estimate at the present time. The promotional budget has not been acted upon for the coming year, but we have included both administration and promotion in the same amount as included in the current budget. It must be borne in mind that the foregoing figures have not been acted upon by the North American Section, and by the time your budget estimates reach us, there may be some variation in the set-up. No one knows what the situation will be during the coming year, either in China or in America, and what the prospects will be for securing additional emergency gifts. Seemingly your budgets will have to be built upon the assumption that prevailing income is all that can be definitely assured. If you desire to submit a supplementary budget to be covered by special appropriations if available, that is another thing, and it might not be out of the way for you to do so.

With sincere and good wishes to you, I remain

Very cordially yours,

C. A. Evans

CAE:RC
cc: Dr. Randolph T. Shields

574

March 4, 1938

Rev. A. E. Clayton
Rock View
East Beach
Chefoo, China

My dear Mr. Clayton:

Your letter of January 25th at hand, and you will be receiving shortly another letter from us calling attention to the advisability of using up your local currency balances of all kinds that you have in China, and allow us to set up equivalent accounts here in the United States. I believe we covered this rather thoroughly in a previous letter, and we will be interested in knowing your reaction thereto.

The process as we view it would be that we would establish credit accounts with investments here in America, also income accounts, and you would carry the details of any remittances to us, or payments made out of the funds on your books, and at some future date when these funds would be reestablished with you, the accounts would again be opened up.

We are anticipating with a great deal of pleasure the meeting of President Liu, and at least his stay will be productive of a keener and more complete understanding with the governing boards. Aside from that, we are hoping that opportunity will be given for him to make new acquaintances and friends for the University.

Very truly yours,

C. A. Evans

CAE:RC

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

25th. May 1938.

INDEXED

TELEGRAPHIC ADDRESS:
CHEELOO

ack'd by Cal 7/8/38

Mr. B.A. Garside.
Associated Boards for
Christian Colleges in China.
150 Fifth Avenue.
New York.

Dear Mr. Garside,

I am sorry to have delayed answering your letters. As you will have heard by radio, newspapers, and from home, I had an unpleasant experience when travelling to Tsingtao with Carsen. The point is that it was not possible for us to return to Tsinan for a month as there were no rail communications and cars were not permitted on the road.

I received your letter of Feb. 8. regarding Miss Fuller, and immediately wrote to her asking for information so that I could answer your letter. She has not yet replied to that or other letters of mine although I knew that she has received them because cheques that were enclosed have been cashed.

This is how our account stands to date.

Salary Sept. to April - 8 months @ \$250.-	C \$2000.-
Language School Fees 3 terms @ 154.-	<u>462.-</u>
	C. \$2462.-
Less Balance of Cash received in N.Y.	
US\$45.04	<u>153.14</u>
	<u>C. \$ 2309.86</u>

*Noted
H.M.*

The President arranged that Miss Fuller's salary should be \$250.- local currency per month and that we should pay all her language school fees.

I hope that this is the information that you need and that you will excuse the delay which was due to the above two reasons.

I am going into finance with Ran Shields and hope to send you information needed in a few days.

Yours very sincerely

A. DeLayton

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CHELOO UNIVERSITY
TSINAN, CHINA

TELEGRAPHIC ADDRESS
CHELOO

INDEXED

25th. May 1938.

OFFICE OF THE TREASURER

Mr. B. A. Garaido,
Associated Boards for
Christian Colleges in China,
150 Fifth Avenue,
New York.

Dear Mr. Garaido,

I am sorry to have delayed answering your letters. As you will have heard by radio, newspapers, and from here, I had an unpleasant experience when traveling to Tsingtao with Carson. The point is that it was not possible for us to return to Tsinan for a month as there were no rail communications and cars were not permitted on the road.

I received your letter of Feb. 8. regarding Miss Miller, and immediately wrote to her asking for information as that letter. She has not yet replied to that or another letter. I know that she had received them but were enclosed have been cashed.

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April - 1938 - 184--
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UNIVERSITIES
JUL 2 1938
JOINT OFFICE

Less balance of Cash received in N.Y.
US\$42.04

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The President arranged that Miss Miller's salary should be \$250.00 local currency per month and that we should pay all her language school fees.

I hope that this is the information that you need and that you will excuse the delay which was due to the above two reasons.

I am going into finance with Mrs. Shields and hope to send you information needed in a few days.
Yours very sincerely

Handwritten signature

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COPY

Cheeloo University,
Tsinan,
CHINA.

27th, May, 1938.

Dear Mr. Castleton,

Thank you for your letter of March 8th.
I hope that President Liu's visit has been the success you hoped.

We have just received another \$5000 from
the Lord Mayor's Fund through our Consul-General. This makes a
total of \$11,050 received to date.

We are making plans to open the University
in September as we hear that there are over a hundred students
around Tsinan waiting to enter first year. Of course it remains
to be seen what attitude the authorities will take should we open.

Yes it is convenient to us to send funds
to the Associated Mission Treasurers in Shanghai. They deposit
them to our account with the Hongkong and Shanghai Bank there.
We have an account with Barclays Bank, West End Foreign Branch,
1, Pall Mall East, S. W. 1. and it would be in order to deposit
with them. We often have sterling accounts to pay and have to
send money home.

I went to Tsingtao to take Easter Services.
On the way, Carson, an American member of the staff and I were
taken off the train by Japanese soldiers, tied up with two Chinese
passengers and taken to the guard room. Carson and I were untied
after about twenty minutes but were not released for three hours.
This happened at Choutsun. There was no other train through to
Tsingtao for two days. We stayed with Dr. Flowers. I got to
Tsingtao too late for Good Friday but in time for Easter day
Services. Our luggage was damaged when it was thrown off the train
but we ourselves only had bruised wrists. The Chinese were
executed. Official enquiries have been and are still being made,
but we do not yet know why we were taken off the train. There was
no train through to Tsinan for a month owing to the activities
of the irregulars, and so I was kept from my work all that time.
I am telling you all this in case news reached any of you about our
experience, so that you would know the truth. News has just come
from New York, that various accounts have been broadcast and
published in the papers about this matter, and our names were given.

Yours sincerely,

(signed) A. E. CLAYTON.

578

Greetings from President Liu

Both for myself and for the Cheeloo staff I am glad to have this opportunity of expressing to the various Cheeloo associations my hearty thanks and sincere appreciation for their interest in the work of the University and for their cordial hospitality to me during my recent visit. It was a real privilege to meet so many former members of the Cheeloo staff and to see the wide spread interest in the work which we are attempting to do.

These are trying days for all of us but we have real reason to be proud of the results of the work of the missions and the Christians schools as they have been repeatedly shown in the events of the past few months and I am more than ever convinced that the Christian Church is going to survive and prosper in China and to continue making a vital contribution to the new China which will eventually emerge from the present difficulties.

Nothing is of greater importance these days in China than the Christian training of young people and it is because of my conviction of the importance of this work that I covet your continued interest and support and prayers.

Cheeloo University has weathered many periods of stress and has survived them all and though the prospects for the immediate future are far from encouraging I feel sure that, with the continued support of her many friends in England and America, Cheeloo will continue to serve the growing Christian church in struggling China.

May 20th, 1938.

RECEIVED
UNIVERSITIES
JUN 29 1938
JOINT OFFICE

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June 6, 1938

Rev. A. E. Clayton
Cheelee University
Tsinan, China

Dear Mr. Clayton:

It is too late for us to expect a return reply before closing the books for Shantung, but we hope there is a letter in transit which will give us instructions regarding balances which are on our books at the present time.

About half of the appropriations have been advanced on the field budget up to April 30th with half of the Harvard-Yenching and School of Theology remittances having been made. There is \$2,314.00 balance in the School of Medicine Account that is also unpaid. Before the closing time arrives, we will study the situation more carefully and notify you the extra procedure we will follow, - this in case a letter from you is not received in the meantime.

Very truly yours,

C. A. Evans

CAE/B

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CHEELOO UNIVERSITY
TSINAN, CHINA

27th. June 1938.

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

Dr. B. A. Garside.
Associated Boards for Christian Colleges in China.
150 Fifth Avenue.
New York.
U.S.A.

*Care note to Dr. Lair
11/10/38*

Dear Dr. Garside,

I enclose herewith my report for the year 1937/1938 which I trust you will find in order. Dr. Lair did not explain the method of reporting, before he left on furlough, and his two lady assistants are away from Tsinan so I have had to do the best I could with the help of Dr. Shields. If there is anything that is not right, I hope you will be lenient with me. The auditor has reported that the books and accounts are all correct and in order.

The debit item of \$4417.03 for President Liu's travel I hope will be met by the various boards so that it will not have to come out of the University funds.

The cash balance includes \$66,000.- in the Hong kong & Shanghai Bank which is much more than I would have had in them, but for the fact that Mission grants were paid in in local currency during the last quarter.

Full details are given as you requested, of the expenditure of Harvard-Yenching Funds.

We have used Hall Estate funds to pay Miss Fuller her salary and Language School expenses, totalling \$2,808.86.

There have been several items account Mrs. Yui debited in the monthly statements received from New York. These should have been paid by the Women's Committee and not charged against University funds, as Mrs Yui went at the invitation of the Women's Board. This is Dr. Shield's view.

I am very sorry that I have not kept up a better correspondence with you during the past academic year but I am sure you will realise that this has been due to our troubles. Now that Lair is on his way back I hope that there will not be any more complaints on that score.

With kind regards,
Yours sincerely

W. B. Clayton
Treasurer.

*1936/37
and was charged
to Women Com.*

RECEIVED
UNIVERSITIES
AUG 1 1938
JOINT OFFICE

CHEELOO UNIVERSITY
TSINAN, CHINA

27th June 1938

OFFICE OF THE TREASURER

Dr. B. A. Garbide,
Associated Boards for Christian Colleges in China,
150 Fifth Avenue,
New York,
U.S.A.

Dear Dr. Garbide,

I enclose herewith my report for the year 1937-1938 which I trust you will find in order. Dr. Laitin did not explain the method of reporting, before he left on his two body assistants are away from Tsinan so I have had to do the best I could with the help of Dr. Shieh. If there is anything that is not right, I hope you will be lenient with me. The auditor has reported that the books and accounts are all correct and in order.

The debit item of \$447.00 for President Laitin's travel I hope will be met by the various funds as that is what I had to come out of the University funds. The cash balance (including \$2,000.00) in the bank is \$1,000.00. I have not reported the fact that Miss Laitin's grants were paid in the last currency during the last quarter.

I will detail as given as you requested, of the expenditure of Harvard-Yenching funds. We have had to pay Miss Laitin her salary and language school expenses, totaling \$1,000.00. There have been several items as well as the monthly statements received from New York. These should have been paid by the Women's Committee and not by the University funds, as she had went to the invitation of the Women's Board. This is Dr. Shieh's view.

I am very sorry that I have not kept up the correspondence with you during the past academic year but you will realize that this has been due to our troubles. Now that Laitin is on his way back I hope that there will be no more complaints on that score.

With kind regards,
Yours sincerely,

Treasurer

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NOTE: REPORT MAY BE LOCATED IN HARVARD-YENCHING 1938 folder.

CHEELOO UNIVERSITY
TSINAN, CHINA

*Ask by letter to
Lair 9/13/38 mP*

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

Dr. B. Garside.
150 Fifth Avenue.
New York.

August 8th. 1938.

Dear Dr. Garside,

President Liu asked me to send you a copy of his report to the H.Y.I. I do not think that there are any explanations needed as it is all straight forward. The only point is I could not include the Gold dollar amounts and exchange used for the amounts received, as I am at Chefoo for a month and of course all my books are in Tsinan. My office is closed until I get back. But you will be able to get the particulars from your office. The President left yesterday for his trip and we shall wait for his cabled advices before doing anything about opening. I should get this about the 25th. inst. I plan to return to Tsinan on the 1st. Sept. I had a radio message saying that Lair had arrived at Tsingtao where he was staying for a few days. He will see Liu as the latter passes through that port. Lair will have to come this way when he returns to Tsinan. When I return to Tsinan we will send you full particulars of our plans.

With all good wishes, Yours sincerely

A. W. Clayton-

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CHEELOO UNIVERSITY
TSINAN, CHINA

12th. July 1938.

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

Mr. C. A. Evanse.
Associated Boards for Christian Colleges in China.
150 Fifth Avenue.
New York.
U.S.A.

Dear Mr. Evans,

I have just received your letters of the 6th. & 11th June. Both Dr. Shields and I were surprised to learn that you had been awaiting instructions from us before paying over the balances of the appropriations. Is this the usual procedure? If possible, please pay into our account the balance for the School of Theology. With regard to the remainder of the balances, I will await your further advice as to what has been done. We are planning a meeting of our Board on the 25th. inst. when we expect Lair and the President to be present. If any recommendations are made I will immediately advise you.

Yours very truly

A. B. Clayton

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July 8, 1938

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Mr. A. E. Clayton,
Cheechee University,
Tsinan, Shantung, China

Dear Mr. Claytons:

I am acknowledging your letter of May 25th addressed to Mr. Garzide. This covers the information regarding salary and fees being paid to Miss Fuller. We are very glad indeed to have this information.

We wish we could write you more in detail regarding our own feelings toward the situation in which you are involved. However, we wish to avoid any thought of making a statement which would be construed in such a manner as to encourage rearmament. Nevertheless, there is not a day that does not pass by that we have you on our minds and hearts, hoping and praying that there will be developments which will bring to cessation the horrible sacrifice which is being laid upon the altar for freedom's sake.

With sincerest regards, I remain

Very truly yours,

C. A. EVANS

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