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Lair, Howell P. 1937-1939

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CHEELOO UNIVERSITY
TSINAN, CHINA

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OFFICE OF THE TREASURER

22nd June, 1937

TELEGRAPHIC ADDRESS:
CHEELOO

Dr. H. H. Weir
2, Eaton Gate
London

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

Dear Dr. Weir and Dr. Garside,

I enclose herewith a copy of my report for the year 1936-37, together with the brief statement which I made to the Board in connection with the presentation of the report. Fortunately the financial position is so favourable this year that very few comments are called for. The Christmas gift from the American Section of US\$2450, amounting to \$8,197.48 is was applied as follows:-

Current deficit Rural Inst. as of July 1 1936	\$2,334.42
Balance of overdraft on Arts Bldg. Fund	500.45
" " 3 houses in East Village	759.59
" " double house on campus	3,997.40
leaving a balance unallocated of	1,615.62

I am very glad to be able to begin my furlough with a clear slate. As you probably already know, the Rev. A. E. Clayton of the S.P.G. is taking over the responsibility for the Treasurer's Office during my absence.

With best wishes,

Very cordially yours,

H. P. Lair

HPL/GMH

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INDEXED

June 7, 1937

Dr. Shu-ming T. Liu
Dr. H. P. Lair ✓
Dr. Charles A. Stanley

Dear Dr. Liu, Dr. Lair, and Dr. Stanley:

We enclose herewith the minutes of the meeting of the North American Section held May 14th. Under separate cover we are sending the usual supply of these minutes for distribution to the Boards of Directors of Cheeloo University and the Cheeloo School of Theology. This letter comments briefly on items which seem to require special attention.

Cheeloo School of Theology. The Section gave very careful consideration to Dr. Stanley's letter of February 16th. You will note under action NAS-489 that they appointed a special sub-committee to make a study of theological education at Cheeloo. We all recognize that the problem of support at the Cheeloo School of Theology is a very serious one but it is difficult to say where the solution to these problems is to be found. About the only hope we have had is that the Wendell Estate will be able to give substantial assistance. We trust that the sub-committee will give the matter very thorough consideration and will be able to make constructive recommendations.

Cheeloo Woman's Committee. With President Liu's copy of this letter I am enclosing two copies of the minutes of the meeting of the Cheeloo Woman's Committee held on May 13th - one copy for President Liu and one copy for him to pass along to whoever is in charge at the present time of the office of the Dean of Women. You will note the discussion with regard to the matter of maintaining closer relationships between the Cheeloo Woman's Committee in North America and those on the field responsible for the work and program of the Women's Department. We have felt for some years that the Cheeloo Woman's Committee in North America has had far too little contact with the Women's Department on the field and perhaps the Women's Department has felt that its contacts with the Cheeloo Woman's Committee have been equally unsatisfactory. One of the effects of this lack of close contact has been that the Cheeloo Woman's Committee has not known just exactly what work it could or should undertake and as a result has frequently been less active than the members of the Committee themselves desired. Actions NAS-490 and 491 are an attempt to remedy this situation. I am sure the ladies would be grateful for any suggestions which the field authorities can make as to the best means of establishing close contacts between the ladies in Tsinan and the ladies in North America.

With NAS-492 I might report that we seem to be making satisfactory progress toward the appointment of Miss Fuller. We are hoping that the appointment will be finally carried through, that she will be reaching the campus about the first week of September, and that she will be a valuable addition to the staff of the University.

Budget Estimates, 1937-38. The Section tried to be just as generous as it possibly could in its appropriations toward the 1937-38 budget of the University and we have tried on page three of the minutes to set out in detail the appropria-

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President Liu
Dr. Lair
Dr. Stanley

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June 7, 1937

appropriations in as clear a manner as we could. Mr. Evans will be writing to the Field Treasurer's office more in detail with regard to the method of transmitting to the field the amounts authorized.

You will note that the total amount which the Cheeloo Woman's Committee is undertaking to provide next year is LC\$10,550, deriving from the sources indicated. By action NAS-494 it was voted that inasmuch as the budget estimates for 1937-38 as received from the field do not give any itemized statement of the proposed expenditure corresponding to this appropriation of LC\$10,550, the Secretary of the Cheeloo Woman's Committee was requested to transmit to the field the Woman's Committee's suggestions as to the uses of this appropriation during the coming year. I am not sure whether Miss Hodge has already written or not, but at least she should be getting the Committee's suggestions into your hands about the same time as this letter reaches you. We hope that in the future the field will see to it that the appropriations requested from the Cheeloo Woman's Committee are set forth very carefully so that the Committee will know just what is needed, and will be stimulated to seek support for this important department of the University's work.

You will also note that, in order to provide the funds needed to bring into substantial balance the budget of the Cheeloo School of Theology as submitted by Dr. Stanley, the ~~Secretary~~ agreed that it would provide LC\$1,950 next year from new gifts. The ~~Secretary~~ frankly had no idea where these special gifts are coming from and made the appropriation very much in faith, recognizing the urgency of the financial need which the School of Theology is now facing.

Matters Arising from Associated Boards Meeting. These matters are taken up in such detail that I need not attempt any extended comments. On pages five and six there is a detailed quotation of the Associated Boards' action with regard to cooperation and correlation. It was felt here that the matter is of such importance that we should have a special educational conference in China in the fall of 1938 just before or just after the Hangchow Conference. If such an educational conference is held, we trust that Cheeloo will be adequately represented. We will write more on this subject a little later.

Promotional Plans for the Coming Year. We are hoping that during the coming year we can go forward with our promotional activities for Cheeloo in several directions. We are hoping to take further advantage of the interest in medical work stimulated by Dr. Shields' presence here. We trust also that additional support can be built up for the School of Theology as a result of Dr. Stanley's visit and for the Women's Department as the outgrowth of Mrs. Yui's year in America. Of course, we are all hoping that President Liu will find it possible to come to America within the next year or two, but we are anxious that adequate preparations for his coming may be made so as to secure the largest benefits from his presence. The Committee on Promotion will be taking this up more in detail, and we will be writing President Liu a little later on.

Very sincerely yours,

B. A. Cairns

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August 20, 1937.

Dr. A. P. Lair,
170 South Marengo Avenue,
Pasadena, California.

Dear Lair:

Our office has been sending you various communications from time to time but I have not gotten around to sending you a personal note as I have long wanted to do.

We hope that you had a comfortable journey across the Pacific and a very pleasant arrival in California. Apparently your Japanese friends were merely waiting for you to leave China before starting in on a conquest that they did not dare attempt as long as you were there to protect the Chinese Republic. The news that has been coming to us through the papers from day to day certainly looks mighty serious. But apparently most of the Colleges are still planning to carry on their work. We have had several cables from Yenching announcing that it hopes to carry on as usual. Ginling and Nanking are hoping to begin about the middle of September, though their opening is being delayed a couple of weeks. We have had no direct cables from any of the other Colleges, and hope that no news is good news.

We are wondering whether Cheeloo will be able to open as usual. Of course the interruptions in railway traffic would prevent many students from coming. Probably the foreign members of staff will be compelled to leave Tsinan to avoid international complications which would ensue if they happened to be standing under a bomb or shell at the wrong moment. If the Japanese get into control in Tsinan, probably many of the Chinese staff would find some other climate much healthier. But Cheeloo has managed to carry on in the past when it has faced problems almost as serious as these, and we hope that in some way it will be able to carry on this year.

The financial reports from Cheeloo for the year 1936-37 certainly reveal most remarkable progress. We do hope that this new crisis will not create a lot of new financial difficulties, which it will take us another decade to clean up.

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Page 2 -

With greetings and good wishes to Kathryn and the two
young people, I am

Very cordially yours,

B.A. Casside

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August 31, 1937

Dr. H. P. Lair
170 S. Marengo
Pasadena, California

Dear Howell:

Thanks for your good letter of August 24th. Glad to know that you have been travelling around the United States so gayly since you landed on our hospitable shores. But we are sorry that when you got so near to New York you didn't drive a little further east and give us a chance to gaze once more upon your handsome countenance. But probably we were on our vacation at the time you were east of the Mississippi anyway and would have missed you if you had come on to New York. We do hope, however, that we will be seeing you around this little country village sometime in the fairly near future.

The question of just what promotional work we will be able to do on behalf of Cheeloo University during the coming year depends very largely upon what the little brown brothers try to do in Shantung. The letters and cables we have received from the Cheeloo campus thus far indicate that they are still planning to open up next month and to carry on as best they can. If they can do that, we may have a pretty good opportunity to call on all Cheeloo friends in America to rally to our support. Certainly the University would need an increased amount of current support from North America if it is to carry on this year, for income from tuition fees and all other sources of Chinese support would undoubtedly be greatly reduced. Ran Shields and President Liu have already written pointing out the urgent need which the Cheeloo School of Medicine will be facing next year so even if we do not find it a propitious time to try to get endowment funds for the Medical School, we should at least try to round up some current support. But, as I have said, we will have to hold these promotional plans in abeyance for a few weeks more until we see what Cheeloo will do about opening up and which way the Japanese cat is going to jump.

All of the Garside family is very anxious to see the Lair family during the coming year if it can possibly be managed. Our two young daughters have grown up so that each will have difficulty in recognizing the other. As you know, Margaret has been sojourning in the Adirondacks for about fifteen months now, and for about the first ten of these months had a rather bad time of it. But during the last few months she has improved in a most gratifying way in strength, weight, and general health. She is hoping that she may be able to get home for good sometime before the end of the year. Of course, she is particularly eager to see Kathryn, though she would condescend to rejoice at seeing you as well.

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Dr. Lair

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August 31, 1937

I wrote you last week commenting on various matters so will not repeat here the things I said at that time.

With greetings and good wishes to Kathryn, John, and Theodora,

I am

Very cordially yours,

B.A. Carside

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September 30, 1937

Dr. H. P. Lair
170 S. Marengo
Pasadena, California

Dear P.:

I have started several times to dictate a reply to your letter of September 13th but my stern young secretary tells me that I have not succeeded in finishing my attempts.

You ask for news from Cheeloo. We haven't had a word of any kind either by letter or by cable, for weeks and weeks. We trust that this does not mean anything more serious than the cutting off of both mail and cable communications with the outside world. We sent President Liu a China Clipper letter about the middle of August urging that he keep us fully informed of the University's plans for opening and the development of the year's work, and have sent four or five cables at intervals since then asking for news. The absence of any reply is holding up our promotional work on behalf of Cheeloo for we are already to launch an emergency appeal for funds to carry on this year. If you have had any recent word from the campus we would be grateful if you would pass it along to us.

I am glad that President Liu appointed you his tia piao while you are in America this year. We certainly would be happy to have you a little closer to New York where we could get in touch with you more frequently. But we do hope that you can come east at some time during the year, and possibly spend some time helping with our promotional work. There is lots to do - the two major problems are whether you can find the time and whether we can find the funds to cover the travelling expenses which would be involved. We will try to secure a meeting of the Cheeloo Executive Committee to face this latter problem of expenses. If we could find the answer to that then we will send you an urgent invitation and leave it to you to find the necessary time.

You mention one of the items which President Liu asked you to follow up for him is, "the possible visit of Professor Love." I am afraid that went by default a year or more ago. Professor Love gave serious and sympathetic consideration to the urging of the Cheeloo Governors that he spend some years helping Cheeloo with the development of the ruralized program. But both he and we agreed that we must look to the field to demonstrate that they really wanted him. I wrote to President Liu and others at the University pointing out that if they really wanted Dr. Love, they should make a vigorous presentation of the case through him, and tried to make it clear that if this were not done both Dr. Love and we would assume that the field authorities were not sufficiently interested to justify our urging him to give up the very important work he is doing here in America. After

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September 30, 1937

Dr. H. P. Lair
170 S. Marengo
Pasadena, California

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we had waited for a number of months without securing any definite response from the field. Dr. Love wrote me and asked my advice as to what he should do. I could only say to him frankly that in the absence of any word from Tsinaa we could only conclude that the University was not particularly interested in the proposal that he come out, and that therefore the only course for us seemed to be merely to drop the matter. Of course, there is a bare possibility that the subject might be re-opened, if you can bring from Cheeloo any convincing evidence that Dr. Love is genuinely wanted, and would have an opportunity to render a piece of service of such importance to justify his giving up the very significant work he is doing here.

We are glad to learn that you were able to get the cost of reseriving the Cheeloo telescope mirror borne by some foundation. I have not had any correspondence from Mr. Theodore Dunham, Jr. with regard to this, so assume that the matter has been taken care of without the necessity of our office footing any bills.

Margaret has been asking me what are the possibilities of Kathryn and Theodora coming east this year. I know she is very eager to see them. As you know, she has been at Trudeau since May 1936, but is now hoping that within a few months the doctors will be allowing her to return home for good. Yesterday I was delighted to receive word from her that the doctors are letting her come home for the next two or three weeks. She is arriving in New York tonight. She would wish to join me in sending greetings to the honorable household of Lair.

Very cordially yours,

B. A. Casside

BAG:MP

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170 S. Marengo, Pasadena
Sept. 13, 1937

Feb 9/28/37

Dear Bettice:

Many thanks for your letter which arrived a few days ago. One realizes that this is a big country when he sees how long it takes letters to go and come from one coast to the other. What news do you have from Cheeloo? I haven't had a single letter and am getting anxious for something direct from the front.

Just before I left Tsinan President Lin commissioned me to represent him in conferences regarding the proposed visit of Professor Love and various other things, tho of course that was before we knew that the war was going to break out so soon and the present situation is far different from the one which I left and of course probably far different from the one which we will find some months in the future. Quite apart from the question of what I might or might not be able to do in the question of promotion work I should like to get to New York, or at least as far as Michigan where one of my supporting churches is located, some time this fall as I feel that it would be worth while to get into touch with these churches (Battle Creek Mich. and Aurora Ill.) sometime fairly early in the year. However the Pres. Board would not want to pay my way across 2/3 of the continent just to visit a couple of churches, so if you think it desirable to have me come east this fall you might get into touch with the chief moguls across the street and see what they would be able or willing to do. While I am in no sense the horse for work that you are, this life of leisure really doesn't agree with me and, just as soon as we get John and Theodora started in school and the dentist gets thru torturing me, I'd like to get to work at something. You probably know that Ralph Wells has gone back to New York to again take on the acting secretary's job for the time being.

Don't understand the above paragraph to mean that I am just pining away to get to work again. I can put in the time very enjoyably and profitably here and I suppose I am more or less entitled to a little leisure after the strenuous four or five years just past. Still I hate to seem to be loafing when everybody else is working hard. Best wishes from us all. We are starting Theodora in a private school this autumn tho I'm not yet sure just where the shekels are coming from.

at Cheeloo I mean

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Cheerio

P. Lair

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PS. I think I forgot to tell you that I brot
the mirrors for the Cheeloo telescope home with
me to be resurfaced. I have turned these over
to Dr. Theodore Dunham Jr. a friend of Ted Greene's
who is connected with the Mt. Wilson observatory.
He has kindly arranged to have these done in
their shops at a cost of about \$50 and is also
undertaking to have some Foundation on which
he has strings to pay the bill. You may be
getting some correspondence about this. I gave
him your name,

P.

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OCT 15 1937

170 South Marengo, Pasadena, Oct. 15.

My dear Bettice:

Your letter of Oct. 11, inclosing copy of Shields' letter and the bulletin regarding the China Colleges has just arrived, for which accept my hearty thanks. I am sorry the people at Cheeloo have fallen down so badly in failing to send you any news. I have received nothing direct but I hoped that Liu was writing to you and to London, especially since you have asked for all the available information. I have been keeping no copies of letters which I have written to you so if I repeat myself in this please pardon the redundancy.

We have had some indirect news this past week. One letter from Mrs. Lautenschlager - from Tsingtao where she is with the children, Mr. Lauten having returned to Tsinan - a visit with Mr. and Mrs. Evans who had had three letters within the past week from their daughter Florence (written at weekly intervals but arriving simultaneously) - a visit with Mrs. K. K. Thompson who had received ~~at~~ two letters from the Wolfes, one from Mrs. W in Peitaiho and one from Mr. W in Tsinan, - and a card from Mrs. Machlin whose daughter Louise is the wife of Fred Boulton of the B.A.T. in Tsinan, the man who has audited my accounts for the past two years. Now without attempting to specify or even recall who wrote what I shall pass on to you below most of the information which we have been able to glean from these various sources.

Dr. and Mrs. Shields, Dr. McClure, Dr. Gault, Dr. Carson, Dr. and Mrs. Heeren, Dr. and Mrs. Ross, Mr. Lautenschlager, are reported as having returned to Tsinan. Miss Wilson, Miss Evans, Mr. Wolfe, Dr. Ingle, Dr. Witham, Miss Alderson were I believe already there. Miss Alderson was in Japan for her vacation and reports that the only news people get in Japan is what is handed out by the propaganda bureau, tho of course this fact is not news to you. The university was planning to open Spet 18 two weeks later than originally planned. Over 100 students had remained in Tsinan during the summer and the probably number entering Arts and Science was given as 200 with a good proportion of the Medical students returning - these figures were all advance guesses and I have no confirmation of them. The Chinese staff were most of them back at Tsinan.

Precautions were being taken by the Cheeloo people, and the officials, to give warnings of air raids, a whistle had been installed for that purpose at the University power plant, and a flag had been painted on the Hospital roof - whether a red cross or a Union Jack or the Stars and Stripes I don't know - I don't suppose any of them would be very effective. The American Consul before leaving Tsinan had handed over a few American flags to

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OCT 15 1937

170 South Main St., Pasadena, Oct. 15.

My dear Bettina:

Your letter of Oct. 11, enclosing copy of Shields' letter and the bulletin regarding the China Colleges has just arrived, for which accept my hearty thanks. I am sorry the people at Chelsoo have fallen down so badly in falling to send you any news. I have received nothing direct but I hoped that this was writing to you and to London, especially since you have asked for all the available information. I have been keeping no copies of letters which I have written to you so I report myself in this please pardon the redundancy.

We have had some indirect news this past week. One letter from Mrs. Lautenschlager - from Tainan where she is with the children. Mr. Lauten having returned a visit with Mr. and Mrs. Evans who had had letters within the past week from their daughter. (written at weekly intervals but arriving almost irregularly) - visit with Mrs. K. K. Thompson who had received letters from the Wollers, one from Mrs. W. in Tainan and one from Mr. W. in Tainan - and a card from Mrs. Wollers whose daughter Louise is the wife of the doctor of the R.A.T. in Tainan, the man who has added my account for the past two years. Now without attempting to say even recall what I shall mean to you. Most of the information which we have been collecting from these various sources.

Dr. and Mrs. Shields, Dr. and Mrs. Gerson, Dr. and Mrs. Lautenschlager, the reports as having returned to Tainan. Miss Wilson, Miss Evans, Mr. Wollers, Dr. King, Dr. Lautenschlager were I believe already there. Miss Alderson was in Tainan for her vacation and reports that the news people get in Tainan is that it is handed out of propaganda bureau, the of course this fact is not news to you. The university was planning to open last in two weeks - more than originally planned. The summer students had remained in Tainan and the balance was given the probably number entered. At 800 with a good returning - these have no confliction of their back most of them back at the

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OCT 15 1937

people, and the official... Give warning of air... a whistle had been... University power plant, and a flag had been... Hospital roof - whether a red cross or a Union Jack... Stars and Stripes I don't know - I don't suppose any of them would be very effective. The American Council before leaving Tainan had handed over a few American flags to

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OCT 15 1937

American members of the staff to be used in cases of emergency. Mrs. Boulton had just come down from Peking to Tsingtao - this letter dated Sept 21 - taking from Saturday till the following Wednesday to make the trip - eleven hours from Peking to Tientsin, this suggests some difficulty in travelling.

Miss Wilson and Miss Evans were taking night about sleeping in the hospital in an effort to keep the Chinese nurses and the patients calm. Mrs. Wolfe was considering returning to America if she could get passage. You know of course that the Sargents are on their way home. The Phillips are reported to be leaving as soon as they can get passage, also Mrs. Drake. Miss Hickson was advised to go home but Pres. Liu felt he couldn't get along without her this year so I believe she is staying. The Pailings were also advised to leave but are staying. I believe they were also reported to be in Tsinan tho my memory on this point is a bit hazy. Stanley was among those reported in Tsinan tho whether this refers to Dr. Stanley or to John Stanley, or to both, I'm not sure.

Well, this is about as much as I have been able to get hold of. If I hear anything of any importance I shall pass it on at once. Meanwhile I imagine that no news at least indicates that nothing tragic has happened. I keep anxiously watching the mails thinking that we'll get some direct news but it hasn't yet arrived. Oh yes one thing more, - Wolfe's letter said something to the effect that there were indications that his present job might not last very long. I can readily understand why such a hint might have been dropped to him as he is the most expensive man on the staff so far as our Cheeloo field treasury is concerned and with the present prospects there will of course be no new building operations for a while. However I hope some way can be found to keep him on as he is a very valuable man quite apart from his work as a building supervisor. Couldn't the American Board be persuaded to take on his support? I believe this was tried once before unsuccessfully but from something Shields said to me about talks he had had with Fairfield I got the impression that Fairfield at least would be in favor of such a proposal. I am thinking of this from Wolfe's point of view as well as that of the University. At his age it will not be easy for him to get started in a job here in America. I may be paying too much attention to this chance remark in Mr. W's letter, - it may have referred only to the general precariousness of the jobs of all of us in the far east these days, tho I imagine most of us will be needed for some time yet.

Dr. Mitchell - the Presbyterian bishop of the Hunan Mission - and I are thinking of taking a barnstorming trip across the country in my car. We have not yet suggested this brilliant idea to the Pres. Board, and anyway we are both all booked up during this month in churches in southern California. However, aside from the personnel, I think it's quite a good idea and might produce something - blowouts at least.

Cheerio,

R. A. S.

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1937 OCT 12

American members of the staff to be used in cases of emergency. Mrs. Boulton had just come down from Peking to Tientsin - this letter dated Oct 21 - taking from Saturday till the following Wednesday to make the trip - eleven hours from Peking to Tientsin, this suggests some difficulty in travelling.

Miss Wilson and Miss Lawrence are about sleeping in the hospital in an effort to keep the Chinese nurses and the patients calm. The Chinese nurses are very nervous and it is difficult to get them to do their work. The hospital is very busy and the staff is very tired. The patients are very nervous and it is difficult to get them to do their work. The hospital is very busy and the staff is very tired. The patients are very nervous and it is difficult to get them to do their work.

RECEIVED
UNIVERSITIES
OCT 20 1937
CHINA OFFICE

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170 South Marengo, Pasadena, Calif.
Nov. 23, 1937

Dr. B. A. Garside
150 Fifth Ave.
New York:

Calc 11/24/37

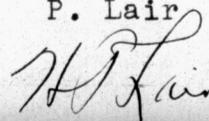
My dear Bettice:

I have been waiting patiently for about three weeks now for a definite reply from the Board re the suggestion that Dr. Mitchell and I take this barnstorming trip of which I wrote you. Nothing has come so last night I sent an air mail letter to Dr. Schell telling him that if I received no word this week I would assume that nothing had been planned and would go ahead with the rest of my dental work, which means the extraction of some more teeth and the making of a bridge to replace them. I thought however that I should give you the same information as you had referred to the possibility of my coming east to assist in promotion work for your office, independently of plans which the Presbyterian Board may have. I have speaking engagements for next Sunday Nov. 28, but none in advance of that date so, if I hear nothing from Schell or you before next Monday Nov. 29, I shall probably go ahead and have the teeth yanked.

News from China is certainly very bad these days. I suppose you have heard the report that Cheeloo, and the Cheeloo Middle School, were closed the first of this month. Dr. Fleming of Ichow arrived here last week bringing this news and we have heard the same from Mrs. Wolfe who arrives at Los Angeles tomorrow morning. She has been in the country for ten days or so as you probably know. We hear that all women had left Tsinan except Mrs. Heeren. I presume she wouldn't leave unless Dr. J left also and he wouldn't leave because he wanted to stick around and see the excitement. We have had no mail direct from Cheeloo for some time so the only news I have is what I have been able to pick up indirectly from other sources. Mr. Evans - Florence Evans' father - was in to see us yesterday afternoon. They had just received a letter from Florence from Tsingtao where she and Miss Russell and Miss Wilson were at that time. I am expecting a telephone call from Dr. McAfee at any moment telling me he is ready to start to Wilmington to a meeting of Presbytery to which I have promised to transport him so I shall not prolong this letter just now. This ought to reach you on Thanksgiving day, which I hope you will be observing by taking a holiday. So, in the unlikely event that you have made any plans which would require my presence in the east, within the next few weeks say, you had better wire me on Saturday or Sunday so I'll not have these teeth pulled on Monday. Best wishes from us all,

Ever cordially,

P. Lair



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January 3, 1937

Dr. H. P. Lair
170 South Marengo
Pasadena, California

My dear Dr. Lair:

Mrs. J. B. Wolfe has written us regarding her travel expenses amounting to \$219.39, apparently thinking that we are in a position to make reimbursement. She is also asking that we send her \$100. per month, it being her understanding that her husband will receive the balance of \$40. on the field.

Mr. Clayton has not notified us regarding this, and rather than keep her waiting, I have sent her a check for \$100., charging same to the field account.

Do you think it advisable for us to reimburse her for the travel and continue the payment of \$100. monthly? Her present address is 514 E. Chestnut Avenue, Santa Ana, Calif.

She states that Mr. Wolfe writes that President Liu and the Treasurer's Office is establishing a Cheeloo office at 53 Racecourse Road, Tientsin, which are the headquarters for the American and Canadian Boards.

For your convenience, I am enclosing a stamped envelope for reply.

With sincerest personal regards, and with the Season's Greetings, I remain

Very cordially yours,

C. A. Evans

CAE:RC
Enc.

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INDEXED

February 1, 1938

Dr. H. P. Lair
170 South Marengo Street
Pasadena, Calif.

Dear Dr. Lair:

I am reporting to you the position we have taken regarding the Cheeloo finances, thinking that possibly you will be able to set us right if we have taken the wrong position.

Briefly, on October 16th Mr. Clayton asked us to deposit all of the \$9,289.75 representing the Rand Shields Fund available for this year in the Hongkong Shanghai Banking Corporation at Tsingtao. Not all of this is in cash, but we sent out \$4,000. Subsequently, word came that the office had been moved to Tientsin at the American Board address. This was because the Japanese were occupying Tsingtao. Yesterday a letter came indicating that they were about to open an office at Chefoo. As a consequence, we have decided that no more money will be sent to Tsingtao.

We have checked with the Bankers Trust Company here in New York and had a balance, as of yesterday, of \$9,343.29. They are making very little use of this account.

One can hardly visualize the conditions under which they are working, but it would seem with this amount available, at the present time, there will be no necessity of making other deposits.

One of the principal reasons for writing you is to point out what other universities are doing at the present time. In every event they are using up any local currency deposits, or balances, they have on hand, and allowing for U. S. dollar appropriations in America to remain here. In each instance we are setting up separate accounts for the fund, for the investment, and for cash, and also for the income. This fully protects all funds appropriated for field use; the trustees acting simply as an investment committee for the time being.

It is quite possible that Cheeloo cannot do this with the same degree as other institutions, but, nevertheless, it is a plan worth considering.

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Mr. H. P. Lair

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I have written to Mr. Clayton along these lines so that he will have the complete picture as to what other institutions are undertaking.

With sincerest regards and best wishes, I remain

Very truly yours,

C. A. Evans

CAE/B

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May 9, 1938

Dr. H. P. Lair
c/o ~~Dink~~ *The Misses Dink & Zacker*
4127 "O" Street
Philadelphia, Pa.

Dear P.:

Mighty glad to know that you are approaching New York. We look forward to seeing you here sometime next week. I am sending this letter to you in care of the "Dinks". Give them warmest of good wishes from both Margaret and myself.

In addition to those whose names you mention, the one Cheeloo person around Philadelphia whom we would suggest to you is Ran Shields, Jr. His address is, Pennsylvania Hospital, Philadelphia. I do not remember just when you last saw young Ran, but he is probably grown and changed quite a bit since then. He seems to me to be one of the finest young chaps in the younger generation - but I frankly admit that I am prejudiced.

I am sorry to say that I do not have the present address either of Marjorie Rankin or Dick Hanson. Perhaps the "Dinks" can help you.

We have had a fairly active China Colleges campaign going on in the Philadelphia area during the last few months, but things have been pretty well completed there for the time being. Young Ran is a member of the Philadelphia Committee, and can tell you at least a little something of what has been happening. President Charles E. Beury of Temple University is chairman of the China Colleges Committee in Philadelphia. Professor J. Stewart Burgess of Temple University faculty who used to be at Yenching, has also been active. I am sure you must have met up with Burgess out in China. If you have a chance you might call on him and get brought up to date on anything you could do on behalf of the Colleges in general or Cheeloo in particular while you are in Philadelphia,

As soon as you get to New York we would like to talk over with you a good many things - prominent among them being the whole problem of Cheeloo finances and program for the coming year. President Liu is due in New York on May 17th. If you get here by that time we will go around together to meet his boat. Since I have not met President Liu I would be glad to have a Cheeloo colleague to introduce me.

Looking forward to seeing you, I am

Very cordially yours,

B. A. Carside

BAG:MP

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INDEXED

June 21, 1938

Dr. H. P. Lair
170 S. Marengo Avenue
Pasadena, California

Dear Lair:

Sorry that you could not be with us at the Cheeloo meeting on June 7th. I enclose herewith a copy of those minutes.

I regret too that during your very brief stopovers in New York City both of us were so busy that we had very little opportunity for any thorough-going discussion either of personal matters or of Cheeloo business. I was very much disappointed when I found that because I was tied up in meetings I missed seeing you the last day you were here in the city.

I believe that there are no comments on the minutes of the Annual Meeting which I need to add to what I have already said to President Liu. The most important thing growing out of the minutes is the necessity for the field to send us detailed information with regard to next year's budget just as soon as you can get back to Tsinan and can find out, just where we stand and what the probable income and expenditure for the coming year will be.

As I mentioned in my letter to President Liu, Cheeloo has been allocated \$15,000 in the Rockefeller Foundation grant of \$85,000. I enclose herewith a copy of the letter from the secretary of the Foundation stating the conditions under which this grant was made. Most amazingly, Cheeloo at the moment is somewhat embarrassed by the plenitude of its riches. This \$15,000, added to the US\$20,907 already assigned to Cheeloo in our China Colleges emergency campaign brings the total of Cheeloo Emergency gifts for 1937-38 to US\$36,907. Included within this figure is US\$3,450 which has been sent out from Great Britain through Castleton's office and the Lord Mayor's Fund for the support of the medical work and hospital at Cheeloo. I think that more than this has been sent out from Great Britain, though as yet I have had no definite word from Castleton. From a recent letter written by Ran Shields, I would gather that Cheeloo will not need more than US\$20,000 to US\$25,000 to take care of its emergency needs up to June 30th, 1938. It is possible, therefore, that our Board of Governors may find it desirable to return to the Associated Boards a few thousand dollars of the US\$36,907 of our emergency funds to help out some of the other Colleges which have not fared so well this year as has Cheeloo. I believe we can count on between US\$25,000 and US\$30,000 from North American sources, in addition to the amounts going out from Great Britain.

You will note from the letter of the Rockefeller Foundation, that it asks each of the beneficiary colleges to send a detailed financial statement showing how the grant made to it is expended. In the case of Cheeloo, we presented both the need of the University hospital and that of each of the three academic colleges - Medicine, Arts and Science, so the expenditures made for all these phases of the work during 1937-38 can probably be included. We should, if at all possible, make a report to the Rockefeller Foundation showing that the entire \$US15,000 has been used during the fiscal year closing June 30th, 1938. If necessary, however, we can show some portion of this amount as having been

0692

Dr. Lair

-2-

June 21, 1938

spent between July 1st and September 30th, 1938. I hope that it will not be necessary to show any unexpended balance of this \$15,000 on October 1st, 1938, for that would have to be counted by the Rockefeller Foundation within the year 1938-39. We are doubly anxious to make a prompt and satisfactory report to the Rockefeller Foundation not only because we must keep faith with them on the present gift, but also because we have already intimated to the Foundation that we may be coming back to them early in 1939 asking for a similar grant for next year. And the officers of the Foundation have intimated unofficially that they might be favorably inclined to making another grant next year to help the colleges through this crisis if we can make a satisfactory accounting for this present grant. So we hope that you will make it one of your very early matters of business immediately after you reach Tsinan to go to work on this report to the Rockefeller Foundation.

When we close our Cheeloo books here in New York, we will show all emergency funds which have been received during 1937-38 which have not yet been disbursed to the University, as balances carried forward, subject to your order. I believe that your account in the Bankers Trust Company here in New York already shows a very substantial balance, so it hardly seems necessary to deposit all of this \$15,000 from the Rockefeller Foundation and the balance of emergency funds until we have further word from you. Send us your instructions. You will, of course, keep in mind that we can consider all of these emergency funds as a unit, and that any \$15,000 of emergency expenditures can be considered as applicable to the gift of the Rockefeller Foundation, even though the check which they will be sending us within the next week or two may not actually have been transferred in full to Tsinan.

Margaret is very much disappointed that she did not get to see you. She hopes at least that it will be possible for her to see Kathryn sometime while she is here in America.

Our warmest good wishes go with you as you start back to China.

Very cordially yours,

B. A. Casside

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October 8, 1938

Dr. H. P. Lair
Shantung Christian University
Tsinan, China

Dear Dr. Lair:

We are enclosing September 30th trial balance, cash statement and budget analysis.

We have previously written regarding the items contained in Accounts Payable and await the advice of the field in disposing of these balances. To bring you down to date, the balance in Account 391 consists of the following:

39.1

Harvard-Yenching Institute appropriation	\$ 4,736.84
Current Budget - University	1,753.27
Current Budget - Women's Committee	2,125.83
Emergency Funds	198.50
Balance, School of Medicine	9,285.92
TOTAL	<u>\$12,100.16</u>

You will see by the budget analysis the amount has been set up and is available for the field, but we have issued no definite authorization pending some decision from the field as to its further course. You will know best, of course, how to handle these funds, having in mind that reports must be made on the use of the Rockefeller Emergency Appropriation and the Harvard-Yenching Institute. You also realize that you are authorized to draw within the limits of the budget in case of an emergency.

We hope before this letter is received some word will be coming through as to the use of these funds.

Very truly yours,

C. A. EVANS

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Mrs. H. P. Lair

December 1, 1938

Dear Kathryn:

Thanks for your letter of November 26th. Margaret and I have been feeling all fall that we have been neglecting you, but for some reason have not gotten around to writing.

We are all very sorry that the Cheeloo situation has once more gotten into a muddle. We feel that we do not really have enough first-hand information to know just exactly what has caused the difficulty. Obviously, President Liu has changed his mind several times since he was here in America last spring. We hope, however, that under Howell's leadership, the situation can be cleared up a bit. Ran Shields is an able administrator in the School of Medicine and is one of the best fellows alive, but he has never been particularly successful as Acting President of Cheeloo.

We will try to see to it that you receive copies of all the information that comes to us from time to time.

If Margaret knew that I was writing she would wish to join me in sending greetings and good wishes to you and to the young people. I am not sure whether she has written you that we have now moved into the city and are living at 635 Riverside Drive. Consider this a letter from both of us, and send her a note at your convenience.

I hope that we will be writing you again before Christmas, but just in case we fail to do so, I will send you our best wishes for the holiday season.

Cordially yours,

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2544-124

NOTE: MINUTES MAY BE LOCATED IN "MINUTES-CHEELOO" Board of Directors, an individual folder- dated Oct. 20-25, 1938.

Shanghai, October 27, 1938

Rev. A. G. Castleton
Dr. B. A. Garside

ask 12/2

Dear Friends:

It has been suggested that a covering letter to accompany the minutes of the meeting of the Board of Directors held during the last few days here in Shanghai, be sent in the names of President Liu, Dr. Shields, and myself, and I have offered to write the letter. I am meeting President Liu and Dr. Shields this afternoon and they will be able to add any comments which they think desirable.

You will observe from the list of names which precedes the minutes that the attendance was very good considering the difficulties of travel. In the telegram which we in Tsinan sent you we stated that a representative meeting of the Directors was impractical at this time and it so seemed to us as we thought we could not get a quorum in North China, having failed to do so at the Tientsin Meeting, nor in Shanghai or elsewhere in the south or west because of the great difficulty and expense involved in getting representatives from the North. It was, I think, unfortunate that so many of the regular members of the Board had to be represented by proxies, and many of the members appeared to have nothing to say in the discussions, though if votes can be taken as an indication of the real opinions of the people casting them it is significant that all of the resolutions adopted by a unanimous vote of those present.

^{were}
The actual minutes appear to be sufficiently clear without any further comment though perhaps a few words of explanation should be added regarding the preamble to 1139 ff. The first two sessions were held before President Liu had arrived, and before we had any information as to whether or not he was en route to the meeting. Dr. Shields gave a very full report of all the correspondence that had taken place between President Liu and the group in Tsinan, and between the group in Tsinan and yourselves. The long message which President Liu had attempted to send us, explaining the situation in West China, and his action in making arrangements to begin work in Arts and Science in cooperation with the University at Chengtu had never been received, so we were very much in ignorance of what had already been done and of what was projected.

After the President's arrival, and his full report of conferences with the authorities in Hankow and in Chengtu, together with his report of what had actually already been done in the way of enrolling students for Arts and Science, the Board unanimously took action 1139 approving of officially recognizing the work in Chengtu as a temporary expedient. The question remained as to whether or not we could also begin similar work in Tsinan but the opinion of those who had conferred with the ministry of education was decidedly against attempting anything which might be interpreted as duplicating the work being done in Chengtu.

Minutes 1142-3 in which Dr. Shields hands over to me the nominal leadership of the work at Tsinan really represent no change in the situation as it already exists. With conditions as they are in Tsinan it is practically necessary to have one person in control inside the suburb wall and another in control outside the wall. Since we already have in our organization provision for an Associate President it seemed an appropriate time to resurrect the title. I hope that the new arrangement will give Dr. Shields more time for his work in the Hospital and the Laboratory where I believe he is already carrying on (two full time jobs). We will of course keep in as close contact with President Liu as is possible under present conditions.

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R.J.S.

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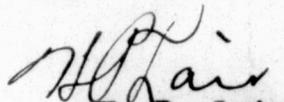
OCT 27 1938

This letter should not close without some reference to the vote of thanks for the financial assistance which you have given in this time of emergency. There was certainly no doubt about the whole hearted enthusiasm with which this vote of thanks was taken, and it represents the sincere appreciation of the Directors and of the administrative staff of the strenuous and very successful work which you have done in raising this emergency fund at a time when raising money is not easy. We trust the campaign which you are putting on for this year will be equally successful.

We do not yet know just how much additional expense carrying on this extra work at Chengtu is going to necessitate, but we are now officially committed to the plan and we must carry on for the time being. A few members of the present staff in Tsinan are being transferred to Chengtu - of the foreign^{ers} Dr. Struthers and Miss Hickson are probably the only ones concerned.

With cordial personal greetings, I am

Very sincerely yours,


H. P. Lair

I am leaving the rest of this page for the President and Dr. Shields to add - or subtract - their own comments.

H.P.L.

Comment above

P. J. Shields

Shuning T. Lee

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Associated Boards for Christian Colleges in China

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

December 2, 1938

Extra copy Liu
ack by S. J. Liu
1/31/39

Dr. H. P. Lair
Cheeloo University
Tsinan, Shantung, China

Dear Lair:

Let me acknowledge with thanks receipt of your letter of October 27th, written in Shanghai, to which was attached the minutes of the meeting of the Cheeloo Board of Directors held in Shanghai from October 20th to 25th.

We will now be able to arrange for a meeting of the North American Section of the Cheeloo Governors, at which this material can be presented. Pending the holding of that meeting, I will not make any extended comments on the discussion and actions further than to express gratification that the arrangements for the current year which seem reasonably satisfactory to everyone.

I know that the Governors will welcome the action of the Directors in appointing you Associate President during the time of President Liu's absence from Tsinan. We have all been disturbed over the fact that Dr. Shields has been carrying much too heavy a burden with administrative responsibilities for the general university added to all that he has been doing in his own medical and hospital work.

Let me, however, without waiting for the meeting of the Cheeloo Governors, ask that you help with our efforts to provide support for Cheeloo this year by sending us full information on two points:-

1. Please keep us informed as to the financial situation and emergency needs of the University this year. Last year we were handicapped in our efforts to secure funds for Cheeloo because our information from the field was very sketchy and incomplete. This year we are starting off in an even more unsatisfactory way. Up to a fortnight ago we had not received any adequate report from Cheeloo as to the expenditures during 1937-38 for emergency needs, and more especially were without information on which we could prepare a report to the Rockefeller Foundation showing how you had spent the \$15,000 which they granted. We therefore had to cable for this information. On the basis of your cabled reply we are reporting to the Rockefeller Foundation that up to September 30th, 1938, Cheeloo had spent only \$13,778 of its \$15,000 grant, leaving \$1,222 to be used during the fiscal year 1938-39. Since the amount assigned to Cheeloo in our 1938-39 emergency fund of \$330,000 is \$17,752.08, the actual amount which will be available on that basis will be only \$16,530.08. Our Associated Boards committees have deferred any action on other items for emergency needs of Cheeloo totalling \$10,500, which have been presented as required for work in the Colleges of Arts and Science if it is possible to carry on that work this year. It will be necessary that the field send us definite information as to whether this \$10,500 or some part of it, will be needed before we can bring the matter again to the attention of the Associated Boards committees.

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Associated Boards for Christian Colleges in China

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

December 2, 1938

Extra copy Liu
ack by S. J. Liu
1/31/39

Dr. H. P. Lair
Cheeloo University
Tsinan, Shantung, China

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December 2, 1938

If you have any further emergency needs either in Tsinan or Chengtu they must be sent to us in such a form that we can present them to the proper committees for action. General statements to the effect that more money will be needed or asking us to secure as much for you as we can, would not be of any help.

2. Please keep us supplied with information as to what is happening both in Tsinan and in Chengtu, so that we can pass this word along to Cheeloo friends to whom we must turn for support. It is almost impossible to maintain interest and to secure contributions unless we are kept supplied with interesting and up-to-date material. Most of the colleges have been particularly active in supplying us with such information during the last eighteen months, so Cheeloo's inability to do this has been a particularly severe handicap in our efforts to serve you.

Our emergency campaign this year has started off in a fairly encouraging way with a little more than \$70,000 now received in cash and pledges. But we all realize that it is going to take much harder work this year than last to secure any substantial amount of emergency funds for the China Colleges. That means that everybody must work twice as hard this year as last.

With best wishes for Christmas and for the New Year, I am

Very cordially yours,

B. A. Gaudin

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

Feb. 3, 1939

Dear Castleton and Garside:

I am sending this note in duplicate to let you know that we are definitely planning to open a sub-freshman class next month. Notices have been sent out to all the students who were originally tentatively accepted for the regular freshman classes in the autumn of 1937. How many we shall get we don't know. A few applications have already come in and we are now planning to limit numbers to approximately fifty. Of course we may not get that many applications. By making it "Pu Hsi Pan" we avoid any possibility of being charged with duplicating the work being done at Chengtu. Personally I am very anxious to make this trial "Send up a trial balloon" as Shields says, as it should give us some indication of the potential difficulties of opening in the autumn if we are authorized to open regular work here in the autumn as I sincerely hope we will be.

We are mailing today 45 copies to New York and 30 copies to London of a Cheeloo Bulletin which we are hoping to publish once a month during the rest of the year. As we have no ~~secretarial~~ assistance Phillips and I are addressing these ourselves but to save time and postage we are posting these in one lot to each of you in the expectation that you may find them useful in sending to Governors, members of staff, and others who are interested. We are not mailing any other copies to America and Great Britain except to a few personal friends. I am sure you will be pleased with the very favorable showing which the Hospital is making, in spite of the fact that it is carrying on with a greatly reduced staff and with the handicap of martial law restricting the use of the city gates.

The last page may help you to brush up your knowledge of the Chinese calendar.

Very cordially yours,

H. P. Lair

H. P. Lair

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0700

CHEUNG UNIVERSITY
TAINAN, CHINA

RECEIVED
UNIVERSITIES
MAY 2 1939
JOINT OFFICE

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February 7th, 1939.

To the Acting President,
Cheeloo University.

Dear Dr. Lair,

I beg to inform you of a motion passed by the Hospital Committee on February 1st:- "That it is the unanimous opinion of the Hospital Committee that the time has now come to expand our O.P.D. work and enlarge our O.P.D. accommodation. This may be most easily accomplished by building on a third floor over the present two-storey O.P.D. building." I beg to suggest that, after you have considered this proposition, you write to the New York Board, to request permission to use the funds which I understand are available.

This decision was reached because our Committee felt that
1) Our O.P.D. work is the greatest contribution that we are making at the present time, and that, while our in-patient numbers are still less than before the war, on the other hand, our O.P.D. numbers are back to normal figures. In fact, for the month of January 1939, the statistical figures of out-patient attendances are greater by some 500 than those of pre-war "Januarys". All departments of O.P.D. work are cramped in our present quarters. Moreover, we beg to point out that, in the past, as now, the O.P.D. has been more than self-supporting, and is actually assisting with in-patient expenses.

2) With the new project of a training centre for oral hygienists that we hope to establish, we shall be forced to find more suitable quarters for our dental work, which is, at present housed in a building on the other side of the road. We feel that, to spend money in developing a department of O.P.D. which is located at some distance from our main building, is a step that will be regretted in the future. On the other hand, by building a new storey on O.P.D., adequate housing for a first class dental department will be available, and such a department may be run in close connection with our centralised O.P.D.

3) Our present accommodation for surgery and for our X-ray department is sadly limited.

4) Finally, our present Massage Department, whose work is mainly in connection with O.P.D. patients, is, at present, housed in one of the wards of the hospital. This is not

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Feb.7, 1939.

adequate for the needs of the department, neither is it desirable that O.P.D. patients should have access to the in-patient side of the hospital. If the new storey is built, adequate space will be provided for the Massage Department, and, at the same time, the present space occupied by the Massage Department will provide another 10 bed ward for in-patients.

In brief, the proposal is to build a third storey on O.P.D., which will give accommodation for Dental and Massage Departments, enlarged X-ray, Surgery and Laboratory facilities, and will enable us to run the O.P.D. as a separate set-up, entirely divided from in-patient work. Reviewing the matter from the political point of view, it appears to us that, in the future, whatever it is, it will be in O.P.D. work that we can make our greatest contribution, until such a time as conditions are more settled and the time becomes ripe for completing the building of the entire new hospital according to plan.

I beg to point out that the Committee expressed the opinion that, when the present O.P.D. was built, it was intended as only a temporary measure, and further expansion was envisaged, by extending the building northwards. Such a project, while desirable in some ways, is impossible now because of the fact that the land to the north is not for sale. Further, whereas a third storey could be added with little more expense of heating and servicing, a northward expansion now would entail re-planning of our whole plumbing and heating system.

I beg to submit these proposals as the viewpoint of the Hospital Committee, and as the substance of my verbal proposals to the Emergency Executive Council. Our hope is that you will communicate with New York and request a cabled reply, so that building may be commenced in the dry season.

On behalf of the Committee,
Yours sincerely,

Stanley Prescott

Hospital Superintendent

SLP:MMS

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE ASSOCIATE PRESIDENT

TELEGRAPHIC ADDRESS:
CHEELOO

Feb. 9, 1939

Dr. B. A. Garside
150 Fifth Ave.
New York.

ack 4/4/39

My dear Garside:

The emergency Executive Council yesterday passed the following resolution regarding the question of building a third storey on the Out Patient Department of the Hospital

"That we approve of the recommendation of the Hospital Committee that the time has now come to add a third storey to the O.P.D. to supply fuller accomodation for existing departments and to make space for the Dental and the Massage departments in the O.P.D."

I realize that in our present state of comparative inactivity and with the political future so uncertain it may seem unwise to embark on any further building projects. There have been suggestions from the Hospital staff that we proceed with building more of the new hospital to provide for new kitchens and for an operating theatre. You probably know that we are still using the operating room in the old hospital which is far removed from the wards now in use, across a cold bridge, and a visit to the kitchen would convince anybody that a new kitchen is imperative, and we need housing facilities for some of the junior staff, but I have consistently opposed these suggestions on the ground that the future was too uncertain to justify the investment of any more money in property. However I feel differently about this proposal to increase the accomodations for the O.P.D. The Out Patient Department has always been self supporting, and usually more than self supporting so that the net deficit on the operating expenses of the Hospital and OPD together has been much less because of the surplus income from the OPD which it has been possible to apply to the hospital receipts. Furthermore the numbers of patients visiting the OPD, as you will see from Mr. Prescott's letter, a copy of which I inclose, is now greater than before the war, - this in spite of the fact that we have a greatly reduced staff, some departments being practically closed, and in spite of the great inconvenience imposed by martial law, barricaded gates, etc.

We have gone over carefully with Mr. Wolfe the possibilities of giving increased space to the OPD and this proposal to build another storey on the existing building seems the most feasible and the most economical.

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As I understand the former authorization to proceed with the erection of the west wing of the hospital and an adequate OPD it would cover this proposal to increase the facilities of the OPD now that they have been found to be inadequate but, especially now, we want to be sure of approval from home before actually starting on this project.

I am sorry to be unable to give any accurate figure of the cost. Mr. Wolfe thinks that it will not exceed \$40,000 Chinese currency which, at present exchange, would not represent very many American dollars.

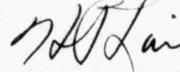
May I ask you therefore to cable your approval or disapproval of this proposal so that, if we are authorized to proceed, we can get at it early in the spring.

You asked me to keep you informed of what is happening at Chengtu and I wish I could do so but have had such meager news myself that there is really nothing to report. Now that Miss Hickson is back we will be getting more information, and you will of course be getting it direct.

The applications for our proposed sub freshmen class are not coming in as we hoped they would, but I am still hopeful of getting enough to justify making the trial.

Very cordially yours,

H. P. Lair



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Very cordially yours,

H. P. Lair

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UNIVERSITIES
MAR 1 1939
JOINT OFFICE

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INDEXED

December 12, 1938

Dr. H. P. Lair
Shantung Christian University
Tsinan, China

Dear Dr. Lair:

The Trial Balance, Cash Statement, Budget Analysis and copy of Voucher No. 94 are enclosed herewith.

May I call your attention to the Plant Accounts with the hope that some day, at your convenience, you will make comparison with your books and give us a report as to any changes which we should make on our books.

The Accounts Payable No. 3901 now stands as follows:-

39.1

Harvard-Yenching Institute appropriation 1937-38.....	\$ 4,736.84
Current Budget 1937-38.....	1,753.27
Current Budget, Women's Committee.....	2,125.83
Emergency Funds.....	198.30
Balance available for School of Medicine.....	3,285.92
	<u>\$12,100.16</u>

As I wrote you last year, other universities are using up field balances and allowing their U. S. dollar appropriations to accumulate in the States. They are, however, asking us to either invest the funds or deposit them in savings bank accounts. Money rates are so low at the present time that not much income is received, but it is too bad to allow funds to remain entirely idle.

By the same token, we should have some word regarding the current budget. The total charges for administration and promotion for the current year is \$2,079.00 more than the current gifts income. Two-thirds of this, you will note has been charged against the university budget and one-third against the Women's Committee budget. In other words, there will be available very shortly the pro rata of income from emergency gifts to take care of practically one-half of the field budget appropriation. That is, the first distribution of emergency gifts will be available which will restore cash used for home administration and promotion. Here in turn, if you have funds on the field to use, you might authorize us to put these field appropriations to earning income of some sort at least here in the United States. Another thing which complicates the situation is the opening up of a part of the University at least at Chengtu. Just how will that be financed and will it go through your office?

With sincerest best wishes, I remain

Very truly yours,

C. A. EVANS

CAE/B

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INDEXED

February 11, 1939

*ack by Lair
3/17/39.*

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

We have delayed somewhat in getting off our letters informing the field of possible income for 1939-40. This has been somewhat due to our desire to ascertain how the Emergency Campaign for the present year is progressing. Figuring in potential gifts which are now in the offing, we believe, that we are abreast of a year ago, although the actual cash paid in does not equal this figure.

Insofar as we can see at the present time, the anticipated income passing through our books for 1939-40 should be practically the same as a year ago, but it is necessary to make some adjustment and allowance for anticipated income which probably will be designated "Rehabilitation" or some other characterization different than "Emergency." The figures are as follows:-

column sum 1940 5/1

American Board School of Theology.....	\$ 800.00
General Endowment.....	6600.00 ✓
Harvard-Yenching Institute.....	7894.74
Day-of-Prayer Offering.....	900.00 ✓
Women's Committee Endowment Income.....	3300.00 ✓
Rohrman Fund Income.....	52.00 ✓
Total.....	\$19,546.74

In addition to the foregoing, we anticipate special gifts will be received which will offset the Home Administration and Promotional Program, or in round figures \$9,000.00. The limit, therefore, which you can figure upon for the budget will be \$19,546.74. Even so, these are preliminary figures and are the best we can estimate at the present time, and, as they have not been acted upon by the North American Section, we cannot guarantee that the section will accept our prognostication. It is up to you to make a good case.

Incidentally, also, it is necessary for us to know as soon as possible your emergency or special needs for 1939-40. Both these needs listed as to the items and also your budget should be in our hands by the middle of April which means that several days in the middle of March will be rather busy ones for you. However, in order to accept the ends for which we are working and to establish our campaign for the coming year, it will be necessary for us to have this data in hand as requested.

With assurances that we are endeavoring to do all within our power to keep these colleges performing the fine work which has been their history, I am

Very truly yours,

CAE/B

C. A. EVANS.

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0708

February 16, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

The trial balance and budget analysis, cash statement and Journal Voucher #98 are enclosed herewith covering the Shantung closing for January 31st.

I am calling attention again to the current budget upon which we have made only a \$375.00 payment so far. Presumably, however, there is an answer in the mail covering previous correspondence on this item.

I hate to mention plant again, especially at this time when you have nothing to do but sit idly while the tanks go rolling by. I have forgotten at the present time how many titles you have, and how many positions you are holding down, but the busier the man the more capable he is of accomplishing things. With this in mind, I boldly launch out with a timid request that you start from the year one (a la Shantung Christian University) and compile a table showing the source of every penny raised for each plant at Chee-lee and upon what building they were spent. By the time you will have finished, patience will have had its perfect work - and Lord what sermons you will preach!

From this morning's paper, things seem to be tightening up in North China, and possibly by the time you receive this the tanks and the trucks will be rolling the other way. So, in order to get the Plant Funds straightened out before the explosion, you probably will work when you should be sleeping. Seriously, however, I do not advocate this and would not want to jeopardise your health by any such procedure.

Anyway, why don't you write us a letter once in a while?

Most cordially yours,

C. A. EVANS

CAE/B
ECS.

Originals via air mail to Pacific Coast - "Empress of Japan" - Victoria
copies " " "President Pierce" 2/19/39 from San Francisco

0709

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March 16, 1939

Dear Lair:

Let me acknowledge receipt of your letter of February 3rd. We are glad to learn that Cheeloo was definitely planning to open a sub-freshman class in Tsinan for the spring semester. We hope that the work has been going well, and that you will not meet up with any serious complications.

*Rec'd
3/17/39*
We have not yet received the 45 copies of the Cheeloo bulletin which you stated you were sending, but we look forward to their arrival within the next few days. We will circulate the material where it will do the most good as soon as we receive it.

Our office has received a copy of the letter which President Liu wrote on January 31st to Castleton and myself giving detailed information as to the financial requirements of the Cheeloo work at Chengtu. As I point out in my reply to him - a copy of which is enclosed - we can not have any clear picture of just how the Cheeloo budget stands until we have had more definite figures from you, taking into account (so far as you consider possible and equitable) the estimates which President Liu gives. Thus far the North American Section has not had any information from China definite enough to justify our going before the Associated Boards and asking for any increase in the initial allocation of \$17,752.08 in the joint emergency appeal this year. If the emergency campaign is again successful this year, we will have a modest unallocated balance available for further allotment to the places of the greatest need. It is possible that some further allocation might be made to Cheeloo if we can present a sufficiently concrete and convincing case. But we have to leave it up to those of you in China to supply the figures for us.

We hope that within the next two months at most we will be receiving fairly definite indications from you and President Liu as to your plans for 1939-40. I have written Mr. Liu a rather long letter on this subject. Of course, we need to know how much work you expect to do in Tsinan and how much is to be continued in Chengtu, what costs are involved, and how much special assistance you may need from western sources. Of course, it is extremely difficult for you to make any accurate forecasts either as to program or as to budget - but we must all do the best we can to formulate plans and estimates - otherwise time will slip away and opportunities for support will be lost.

With all good wishes, I am

Very cordially yours,

Dr. H. P. Lair
Cheeloo University
Tsinan, Shantung, China

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INDEXED

Tsinan, March 17, 1939

File

Dr. B. A. Garside
Rev. A. G. Castleton

Dear Brethren:

Mr. Evans letter of February 11 reminding us that you want a budget for 1939-40 in your hands by the middle of April arrived four days ago, since which time I have done my best to prepare such a document. I need not tell you that this is an extremely difficult task this year because of the fact that there is such an unprecedented collection of uncertainties. Without taking time to enumerate these, and most of them are apparent anyway, I will say that the figures sent you herewith are sent on the following assumptions.

1. That about the same amount of work as is now being done in Chengtu will, be continued there and with the same staff.
2. That we will be opening at least first year classes here in Tsinan, but that much of the teaching will have to be done by foreigners.
3. That the rates of exchange will be 5 to 1 U.S. and 25 to 1 Sterling.

The figures for the work in Tsinan, while stated in round numbers in most cases, are based on a careful estimate. The figures for salaries in Chengtu are also based on information which is in my hands but the other items are merely a guess as there is manifestly no time to consult the people in Chengtu. If you should be receiving direct from Chengtu a budget which varies decidedly from what I send you will of course make adjustments.

You will observe that this calls for a very substantial grant from emergency funds to make it balance. These items are shown clearly on the departmental budgets but I repeat them here for emphasis.

General administration	\$10,516
Arts and Science Colleges	12,440
Medical College	36,755
Hospital	31,000
Theology	<u>2,070</u>
	92,781

At the present rate of exchange this does not represent such a large sum in Gold or Sterling, but it shows the difficulty of trying to operate in two centers. Even if we should not open here a considerable portion of the amounts budgeted for Tsinan would have to be spent. I hope this reaches you in good time and receives favorable action.

Very cordially yours, H. P. Lair
H. P. Lair

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0711

April 4, 1939

Dear Lair:

Thank you for your letter of February 9th. We have also received a letter from Ran Shields written that same week.

We will bring before the North American Section at the earliest practicable date the proposal of the field authorities that a third story be added to the Out Patient Dispensary. As soon as action is taken, we will cable you.

Ordinarily the Governors would expect to receive some recommendation from the Board of Managers on a proposal of this kind. But I suppose under present circumstances it would be impossible to get the Board — or any adequate number of its members — together to deal with such a matter.

We are interested in your comment that the applications for the sub-freshmen class have not been coming in very briskly. We will await further word as to whether you received sufficient applications to justify opening this proposed work.

We have been getting rather sketchy information from President Liu from time to time, but do not have as clear a picture as we would like as to how the work is going forward in Chengtu.

With all good wishes, I am

Very cordially yours,

Dr. H. P. Lair
Chepoo University
Shantung, Tsinan, China

BAG:MP

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April 22, 1938

Dear P. and Rns:

We are all very favorably impressed by the University Hospital Report for 1936 to 1938, which has just reached us. We have passed it around to both the lay and medical members of our Cheeloo constituency.

We find ourselves very keenly embarrassed, however, at one point in the report. In the summary of income for the Hospital for 1937-38, on pages 45 and 47, due recognition is given to the special support you received from the British United Committee and the British Lord Mayor's fund, but we can not find any reference anywhere to the fact that here in North America we secured and made available for the Cheeloo Hospital quite a substantial amount of emergency funds. The total amount secured for Cheeloo last year was US\$32,457, and it was our understanding that a substantial amount of this would be used to keep the work of the University Hospital going forward.

What shall we say to our friends who ask us (as many of them certainly will) what became of the gifts they made to Cheeloo in our 1937-38 emergency campaign on the plea that they were urgently needed to keep both the University and the University Hospital going ahead with their work under very critical conditions,

Res vobiscum.

Very sincerely yours,

Dr. H. P. Lair
Dr. Randolph Tucker Shields
Cheeloo University
Tsinan, Shantung, China

RAG:MP

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INDEXED

May 8, 1939

Dr. H. P. Lair
Cheeloo University
Tsinan, Shantung, China

Dear Dr. Lair:

With this letter I am enclosing the trial balance sheet for April 30, 1939 together with cash receipts and disbursements and a study of the budget.

You will note that up to date \$375.00 has been paid on the University General Budget for the field and nothing on the Women's Committee Budget.

You will also notice that we have included in the budget an item of \$7,399.00 for miscellaneous current gifts and receipts from the Emergency Fund. Up to April 30th we have received in these accounts a total of \$4,757.33, and as a result there are no emergency funds available for the field at the present time on this year's budget. We have, of course, as you will note, disbursed \$2,000.00 for Emergency Funds which pass for Cheeloo's portion of the Chemistry building at Chengtu.

You will be gratified to know, however, that at the last meeting of the Harvard-Yenching Institute a resolution was passed authorizing the treasurer to pay \$85,000.00 to the various colleges participating in the whole Restricted account instead of \$75,000.00 as originally voted. The total amount available for Cheeloo, therefore, for the current fiscal year will be \$8,947.36 instead of \$7,894.74 as budgeted originally.

You will note from the budget that you have not drawn any of this fund or of the appropriation for the American School of Theology. As noted in our previous letters, you have been and are authorized to draw on the current budget according to your requirements.

I trust there is a letter en route regarding the use of these funds, as we are drawing near the end of the year and would like to know how we are to close out the current budget.

With sincerest best regards, I remain

Very truly yours,

C. A. EVANS

CAE/B
ENCS.

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NOTE: See letter of May 23, 1939 from Rockefeller Foundation

May 25, 1939

*ack
6/26/39*

Dr. H. P. Lair
Cheelee University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

I am enclosing herewith copy of a letter received from the Rockefeller Foundation, and you will note therein that Cheelee is granted \$5,000.

As a report is required, as soon as possible, covering the expenditures, you will take notice and provide us with the necessary data to pass on to the Foundation.

In view of the fact that this money will be in hand within a few days, we are notifying you that immediately upon receipt five thousand dollars (\$5,000) will be placed to the credit of your bank account at the Bankers Trust Company, New York City.

With sincerest personal regards, I am

Very truly yours,

C. A. EVANS

CAE/B
ENC.

c.c. to Accounting Office
Original via air mail to Pacific Coast - "EMPRESS OF RUSSIA"
c.c. via Siberia

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0715

THE ROCKEFELLER FOUNDATION

49 West 49 Street

May 23, 1939

My dear Mr. Gurnides

I have the honor to inform you that at a meeting of the Executive Committee of the Rockefeller Foundation held May 19, 1939, an appropriation was made to the Associated Boards for Christian Colleges in China, providing up to a total of \$75,000, in addition to RF 30078, for distribution in full, in the following quotas agreed to by the officers of the Foundation as emergency grants toward general expenses during the academic year 1938-39, with the understanding that any balance remaining unallocated as of October 1, 1939, shall be available for allocation in connection with general expenses of the year 1939-1940:

Choofoo	\$5,000
Sinling	\$7,000
Hua Chung (Central Chinese College)	\$4,000
Lingnan	\$10,000
Hanking	\$15,000
Shanghai	\$4,000
West China	\$10,000
Yenching	\$16,000
Fukien	\$4,000

A check for the full amount of this appropriation, \$75,000 will be sent you shortly, with the understanding that a summary report will be received from you indicating what payments have been made in accordance with the schedule. Under the terms of this grant, any balance remaining unallocated at the close of the fiscal year 1939-1940 reverts to the Foundation.

It was the understanding of the meeting that this appropriation carries with it no implication of future assistance.

Very truly yours,

(Signed)

NORMA S. THOMPSON
Secretary

Mr. B. A. Gurnides
Associated Boards for Christian Colleges in China
190 Fifth Avenue
New York City

254425

INDEXED

May 29, 1939

*ack by Lair
6/26/39*

Dr. H. P. Lair
Shantung Christian University
Tsinan, CHINA

Dear Dr. Lair:

I should have called your attention when writing you the other day regarding the Rockefeller Foundation grant regarding the balance unexpended of last year's appropriation. Our books show that there is an unexpended balance for Shantung amounting to \$1,222.00. The Foundation has granted \$5,000.00 in addition but reports on the total amount should be forthcoming at the earliest possible date.

As you will notice from the letter which we sent you, the amounts are to be allocated October 1, 1939 and the Foundation expects to have reports in hand showing the use of the appropriation by that date, or as soon after as possible.

Very truly yours,

C. A. EVANS,
Assistant Treasurer.

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0717

June 12, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, CHINA

Dear Dr. Lair:

Enclosed find the trial balance of May 31st with accompanying papers. We are sending these to the boat by air mail with the hope that they will arrive safely without delay. We will hurry the June closing with all possible speed to avoid holding up your work on the field as little as possible.

The Emergency Funds up to May 31st for the current year total \$11,724.00. Of this amount, \$2,000.00 has been paid to West China Union University representing Shantung's share toward the Chemistry Building at Chengtu. \$5,000.00 has been deposited at the Bankers Trust Company representing the appropriation from the Rockefeller Foundation. This leaves a balance of \$4,724.00 which has been used in connection with the general budget of the Board of Governors - the total amount claimed from Emergency Funds would be \$7,599.00. During the last two months, additional gifts have been received, but Shantung's portion will not reach the amount which we have budgeted.

With sincerest personal regards, I remain

Very truly yours,

C. A. EVANS

CAE/B
ENCS.

Original Via Air Mail to Pacific Coast - "President Pierce"
c.c. Via "Empress of Asia" - 6/19/39

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS
CHEELOO

INDEXED

June 16, 1939

Dr. E. A. Garside
Rev. A. G. Castleton

Dear Friends:

I have received from Chengtu this afternoon the inclosed budget for the work proposed for Cheeloo in Chengtu in 1939-40. Because of lack of time I can do nothing more than pass this on as it is with the following comments.

This increases the amount which it is proposed to spend in Chengtu from \$107,340 (figures given in the budget which I sent you on March 17) to \$167,000 plus US \$5,000. There is also a decrease in receipts from fees of \$2,000 in Chengtu, and a decrease of about \$5,000 in Tsinan, as, by the result of the Hongkong Conferences we are not opening regular first year classes here. In order however to partially occupy the buildings, provide work for the staff who are here and, most of all, give some practical training to some of the many students in North China unable to get into Panching, we are planning to open several short courses, training people for hospital technicians, social service workers, agricultural sanitarians, home economists, and a pre-massing year. These will in no way duplicate or conflict with anything that is being done in Chengtu and are, as I understand it, quite in harmony with the action of the Board of directors and with the expressed wishes of the Chairman of the Board and the President.

As to the cost of these courses it is very difficult to say as we have no idea how many students we shall get for them. However we are definitely planning to limit the numbers to approximately 60 so, instead of budgeting \$10,000 for fees in Tsinan, as I had done on the budget sent you in March, this will have to be reduced to \$5,000 or less.

We may however be able to effect a corresponding saving on the cost of the work which we do here, and you may be assured that we will effect every feasible economy. But with the money market, and exchange, as uncertain as they are at present it seems hardly worth while to attempt a revision of the expense side of the Tsinan budget as sent you in March in spite of the change in plans. Assuming that it is necessary to spend the amounts budgeted for Tsinan, this revised budget from Chengtu will increase the amounts to be expected from emergency funds by about \$67,000 and US \$5,000.

If the present volume of work in the hospital continues however I hope it will not be necessary to rely on much of the \$31,000 deficit as budgeted.

I hasten to pass on this budget without further comment hoping that it reaches London before the meeting.

Cordially
J. D. [unclear]

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CHEELOO UNIVERSITY

TSINAN, CHINA

TELEGRAPHIC ADDRESS
CHEELOO

RECEIVED
UNIVERSITIES
JUL 17 1939
JOINT OFFICE

OFFICE OF THE TREASURER

254425

0720

CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

June 18, 1939

Mr. C. A. Evans
150 Fifth Avenue
New York.

My dear Evans:

I owe you and Garside many apologies for the scantiness of my correspondence this last winter and especially this spring and summer. There are of course some excuses. I have had no secretarial help at all since my return from America so all the hunting and pecking on the typewriter, as well as book work has had to be done by myself, and, while the additional nominal positions which I try to occupy, do not add a great deal to routine work, they do take up a great deal of time on certain occasions when it is necessary to spend hours on end, and sometimes days, in trying to smoothe out local misunderstandings. Then I was away for a month this spring attending the conference in Hongkong, was unlucky in picking up a bug of some sort in Shanghai on my return trip and have been ill ever since. Have been trying to do two whole time jobs on a half day schedule, which has not made recovery any too rapid. Dr. Gale told me last week that if I didn't show signs of improvement in the next three or four days he was going to send me to the P.U.M.C. but, as he is the youngest member of the Hospital staff, I think I have talked him out of the idea, at least for a time.

I will be late in getting out a report this year too because of the necessity of getting more information than I now have from Chengtu. In order that I may get at least a few of the loose ends gathered up may I ask you to pay over to our account in the Bankers Trust Co. the \$12,000.16 shown on your accounts payable No. 3901 statement of Dec. 12, and also the \$600 from the American Board for the School of Theology. As I understand it this simply clears up the undrawn appropriations for 1937-38 without touching the ones for the current year, with the exception of this American Board appropriation. I am crediting these amounts on my books today at an approximate rate of exchange. It is impossible for us to get any quotations on either US currency or Sterling now in Tsinan, and has been so ever since my return.

With sincere good wishes, I am, As always,

Cordially yours,

H. R. Lair
H. R. Lair

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800.00

12,900.16

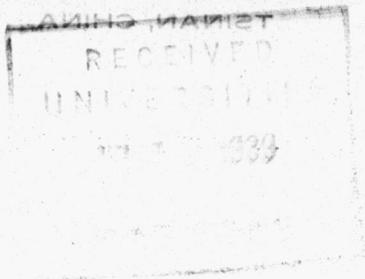
Paid 7/18/39

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CHEELOO UNIVERSITY



TELEGRAPHIC ADDRESS
CHEELOO

OFFICE OF THE TREASURER

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[Faint, mostly illegible typed text, likely the main body of a letter or report.]

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0722

CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

INDEXED

June 26, 1939.

Evans
Mr. C. A. ~~Adams~~,
Associated Boards for Christian Colleges,
150 Fifth Ave.,
New York, N. Y.

Dear Mr. Adams: *Evans*

I have just received your letter of May 29th, regarding the grant of five thousand dollars from the Rockefeller Foundation, and calling attention to the fact that there is a balance of \$1,222.00 from last year's appropriation. I shall send you a report of the allocation of both these sums soon after closing my books, which will be a bit later than usual this year, as I must wait for more information from Ch'engtu. I have not yet received notice that the five thousand dollars has actually been paid, but I presume this will be in the next mail.

Very cordially yours,

W. H. Fair

P.D. — at last I have some secretarial assistance but she apparently can't understand my lingo — this is ~~her~~ ^{her} first day on duty —
W. H.

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CHEELOO UNIVERSITY
TIANJIN, CHINA

RECEIVED
UNIVERSITIES
JUL 24 1939
JOINT OFFICE

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0724

INDEXED

July 6, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

All of the universities carrying U. S. dollar accounts in New York City request the bank to send us duplicates of the monthly statements, - with the exception of Cheeloo.

You will remember that we had some difficulty several years ago regarding credits and debits being mixed on the field treasurer's account and that of the North American Section. As a consequence, your account was changed to the name of Cheeloo University, where as our account remains the same.

The bank is agreeable to sending us copies of your monthly balances and is doing same, but requests that a letter be mailed over an authorized signature. I am suggesting, therefore, that a letter something similar to the enclosed be written.

With sincerest best wishes, I am

Most cordially yours,

C. A. EVANS

CAE/B
ENC.

2544124

0725

INDEXED

July 7, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

The Presbyterian Board of Foreign Missions has forwarded to us a check for \$131.25 representing current exchange for \$1,000.00 local currency which is to pay the loan made by Dr. Shields to Miss Margaret Shih.

We have deposited this check with the Cheeloo University account at the Central Hanover Bank and Trust Company and you may make reimbursement to Dr. Shields accordingly.

*Dep. X Error in letter
Banker Trust Co*

If this is not satisfactory, kindly let us know.

Very truly yours,

C. A. EVANS

CAE/B

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0726

NOTE: See letter of July 26, 1939- to Dr. H. P. Lair

July 12, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

At the last meeting of the North American Section of the Cheeloo Board of Governors, it was reported that the Women's Committee was making available \$268.25 on income from the Bannister Estate to be used for "Bannister Scholarship" for Women in the School of Medicine.

The Women's Committee has forwarded this amount to our office and we have deposited same with the Cheeloo bank account at the Central Hanover Bank and Trust Company, and you may draw \$268.25 therefrom for the purpose indicated.

*Deposited 7/26/39
to 702 - 268.25
Bankers Trust Co*

*connection
made by
letter 7/26/39
to Dr. Lair*

Very truly yours,

C. A. EVANS

CAE/B

Via Air Mail to Pacific Coast - "President Taft."

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0727

INDEXED

July 14, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

Enclosed find the closing entries for Shantung Christian University covering the year 1938-39.

We have studied the situation very carefully desiring to follow your wishes insofar as possible and insofar as we can judge what they would be and at the same time hold the situation in as liquid a position as possible. Journal voucher shows the amounts used in closing out various accounts, and page 3 of the trial balance gives you the standing after closing.

You will note we have entered in Accounts Receivable a small amount of \$157.51 representing additional income which we anticipate receiving.

After having advanced you \$5,000 from the Rockefeller Foundation which was given for sustaining the universities on the field, we find that we will not have enough to cover expenses here in America as approved by the North American Section. We have, therefore, reclaimed \$2,000.00 from the Rockefeller Foundation grant by charging this amount against Account #31 which leaves practically \$1,861.66 which we have advanced to Accounts Payable. Journal Voucher #104 lists the items which we are carrying in this account for 1938-39. The other items that were carried forward from the previous year and are still in Accounts Payable are as follows:

Harvard-Yenching Institute Balance.....	\$4,786.84
Current Budget.....	1,753.27
Current Budget Women's Committee.....	2,125.83
Emergency Funds.....	198.30

8,840.24

There will be other distributions of emergency funds when we close our account in the Associated Boards tomorrow, but we will not be able to state definitely the portion for Shantung Christian University until after this mail closes. We will let you know later however.

Very truly yours,

C. A. EVANS

CAE/B
ENCS.

c.c. to Miss Kittredge

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July 18, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

Your letter of June 18th came to hand Saturday morning and my conscience troubles me when I learn that you have been ill ever since the Hongkong Conference. I trust the scantness of your correspondence is not indicative of the scantness of your attire, for in that case I would know how you caught the bug. Nevertheless, I am very glad to get this word from you and to know that you are making some progress. It shows that you are not entirely gone when your persuasive powers are so potent in persuading young medical hopefuls to permit you to follow your own course. I hope it does not prove disastrous.

I wrote you the other day regarding the Bankers Trust account and regarding the deposit that is carried there at the present time. I note that you wish us to deposit also the \$12,100.16 shown in Accounts Payable and we are doing this today. We have also deposited the \$800.00 (net \$600) received from the American Board for 1938-39.

Your understanding is correct that this deposit will clear up the Accounts Payable for 1937-38 and the American Board appropriation for 1938-39.

Now that you have limbered up your fingers and know the feel of a typewriter, let us hope that occasionally a paragraph will come from your fertile brain and give us inspiration to carry on in the effort to get more funds for you.

Most cordially yours,

C. A. EVANS

CAE/B

0729

2544124

INDEXED

July 18, 1939

Dr. H. P. Lair
Cheeloo University
Tsinan, China

Dear Dr. Lair:

I wish to acknowledge your letter of June 16 to Mr. Garside with which you enclose a copy of the proposed Chengtu budget. We had previously received copies of this budget direct from President Liu, but we were having some difficulty in consolidating this budget with yours at Tsinan. Your letter enables us to have a clearer understanding of what is involved.

A special committee of the Associated Boards is now in the process of trying to adjust askings to the total amount which we feel we can undertake to raise for the coming year. The results of their work will not be immediately available, but we hope to be able to report something definite by the latter part of the summer or certainly early in September.

Sincerely yours,

J. J. Parker
Assistant Secretary

JIP:D

2544124

0730

NOTE: See letter from Miss Helen Kittredge, dated June 29, 1939

July 26, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

Under date of July 12th, we wrote you as follows:-

"At the last meeting of the North American Section of the Cheeloo Board of Governors, it was reported that the Women's Committee was making available \$268.25 on income from the Bannister Estate to be used for "Bannister Scholarship" for Women in the School of Medicine.

The Women's Committee has forwarded this amount to our office and we have deposited same with the Cheeloo bank account at the Central Hanover Bank and Trust Company, and you may draw \$268.25 therefrom for the purpose indicated."

You will note that it was stated this deposit was made with the Central Hanover Bank and Trust Company. This is an error as it was deposited in the Cheeloo bank account at the Bankers Trust Company.

Very truly yours,

C. A. EVANS

CAE/B

Via "President Harrison" - 7/31/39

0731

2544124

July 28, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear H. P.:

Thanks for your letter of June 26th, and I hope you are still on the mend even though you do seem to stutter and talk in foreign language to your secretary. Anyway, I am glad that you are well enough to notice it.

Yes Sir, the Rockefeller Foundation appropriation has been paid over and I have faint recollections of having written to you about it, which no doubt you have in hand by this time.

We had the pleasure of seeing Miss Ann Deans of the S. P. G. who is on her way to Chengtu -- the Bishop having ordered her to go up there. She had the amazing combination of a ticket crossing the Atlantic on the Cunard Line with rail accommodations across the continent on the Canadian National and a Canadian Pacific ticket to China, and it wasn't because of economy either.

Garside has been at Silver Bay attending Dr. Harry Luce's conference on China and will be back in the office definitely on August 11th.

With best regards, I remain

Most cordially yours,

C. A. EVANS

CAE/B

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CHEELOO UNIVERSITY
TSINAN, CHINA

OFFICE OF THE TREASURER

TELEGRAPHIC ADDRESS:
CHEELOO

Aug. 7, 1939.

ack 9/5/39

Mr. C. A. Evans,
Associated Boards for Christian Colleges,
150 Fifth Ave.,
New York, N. Y.

My dear Evans:

I am just in receipt of your letters of July 6th, 7th, and 12th. I am glad to send to the Bankers' Trust Co. a letter in line with your suggestion, asking them to send duplicate monthly statements of the account which I carrying, sending one copy to the office in New York. I have credited the \$131.25 paid in by the Presbyterian Board of Foreign Missions to the account against which the \$1000. loan was charged, and am crediting the \$268.25 mentioned in your letter of July 12th as the Bannister Scholarship for Women in the Cheeloo Medical School. I notice that both of these deposits - \$131.25 and \$268.25 - are referred to as having been paid in to the Central Hanover Bank and Trust Co. The account which I carry is in the Bankers' Trust Co. I presume this is a clerical error in typing, as I have already received from the Bankers' Trust Co. the deposit slip for the \$131.25. I have, however, not received any notice of the \$268.25. If this has been deposited in another bank, will you kindly have the amount transferred to the credit of Cheeloo University account in the Bankers' Trust Co.

show on duplicate statement for July

I shall be mailing you my financial report in a few days.

With best wishes,

Very cordially yours,

H. P. Lair
H. P. Lair.

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CHEUNG UNIVERSITY

CHINA

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OFFICE OF THE RESEARCHER

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Sept. 5, 1939

Dr. H. P. Lair
Cheeloo University
Tsinan, China

Dear Dr. Lair:

About the same time as we made the error informing you of the deposit in the Central Hanover Bank and Trust Company for Cheeloo we wrote another letter correcting the error. Undoubtedly you received same in a later mail.

I am glad, however, to have this called to our attention in your letter of August 7th and thank you for the notification of the Bankers Trust instructing us to send us copies of the monthly statement.

Fortunately you have properly credited both of the remittances referred to and thank you therefor.

A recent personal letter from the Philippine Islands from the staff of the University tells us the eager anticipation of which they await the arrival of Carson as the new president. We surely hope that the Lord will be with him in this new field of adventure.

Most cordially yours,

C. A. EVANS

CAE/B
via "Empress of Russia" 9/11/39

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Sept. 9, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, China

Dear Dr. Lair:

The August 31st trial balance, cash statement and budget analysis are enclosed herewith.

As we have previously reported to you on the Accounts Payable, there would seem to be no need of further comment at the present time.

A copy of these papers have been sent to President Shuming T. Liu at Chengtu.

With sincerest personal regards, I remain

Very truly yours,

C. A. EVANS

CAE/B
ENCs.

Original via boat from Victoria 9/11/39 "Empress of Russia"
Copy via later boat

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INDEXED

October 9, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

I am enclosing herewith the Shantung September 30th trial balance sheet, cash statement and budget analysis. You will also find copies of Journal Vouchers #111 and #112. Journal Voucher #111 shows that there has been credited to your account an additional \$45.83 of Emergency funds.

Attention is again called to \$5,000.00 carried in Plant received from the Women's Committee for addition to the O. P. D. reported at the Board of Governors meeting June 6th. It does not seem necessary to repeat the analysis of Accounts Payable, as that has been done previously.

The second copy is going forward under separate cover.

Very truly yours,

C. A. EVANS

CAE/B
ENCS.

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0737

November 6, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

As it is our custom, we are enclosing herewith the Auditors' Report for the year ending June 30, 1939.

As the Auditors have not made very many comments, it would seem futile for us to add anything further.

The balance sheets tally to a cent, although we have failed on our sheet to itemize the various building accounts. The Auditors take exactly the same method in closing out the Current Section. No comments are necessary regarding the Income and Expense statement, or the Surplus and Deficit schedule.

With kindest regards, I am

Very cordially yours,

C. A. EVANS

CAE/B
ENCs.

Via "President Van Buren" - 11/6/39

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0738

November 6, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

The Annual Report of the Treasurer for the North American Section for the year ending June 30, 1939 is enclosed herewith.

To confine one's remarks to the figures without any implication of the background is rather meaningless. No one knows where Gheelee is heading, and, while it is exceedingly easy to evaluate a situation by looking backward, yet in the light of developments, we have heard many regrets that a strong effort was not made to carry on at Tsinan.

Endowment. It might be explained that the acquisition of Aluminum Preferred Income in this section represented simply an allocation of previous payments. One can hardly explain the appreciation of capital endowment funds over the year, except in the drastic increase of the General Motors Preferred and the advantageous purchase of West Penn. Electric Preferred. Naturally, with the kind of holdings which we have the income is exceedingly high. Time will determine whether we are running too many risks.

Plant. Nothing happened in this section worthy of comment.

Current General. In this section all of the Emergency Funds up to June 30th were included in our calculations and thus the expenditures and income balanced. The schedule showing the Accounts Payable revealed the sizable amounts carried on hand. Although the 1937-38 balances were credited to the field banking account shortly after closing, yet there still remained the 1938-39 balances. In addition to this \$2,994.69 of emergency funds were received after the closing, - part of this having been sent directly from the United Committee for Christian Universities of China from London.

Women's Committee. The closing of this account is self-explanatory and calls for no further comment.

There are no comments necessary on the balance of the report.

The consolidated balance sheet shows the University to be worth approximately \$1,185,000.

A copy of this report is being forwarded to President Shuming T. Liu.

With sincerest best wishes to you, I remain

Most cordially yours,

C. A. EVANS

CAE/S
ENC.

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November 10, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

I am enclosing the Shantung trial balance, cash statement and budget analysis for October 31st. Copy of Journal Voucher #113 is also enclosed.

You will note from the budget analysis that none of the current budget has been drawn up to date, excepting that for Home Administration and Promotion.

We are making an effort to invest the \$1,164.72 carried in the Endowment Section.

Within the last ten days, we have had two applications from supporting organizations requesting figures showing the source of Plant funds. In one instance, it was merely separating the funds secured in England from those secured in America, but even so the calculation was simply an approximation. I know that you are overburdened with a variety of tasks and do not know if it is possible for anyone in your office to properly allocate the Plant Income. If so, it would seem a mighty good proposition here in our office. I believe that we discussed this item before, but it has never seemed as imperative as at the present time.

The Special Funds which we are endeavoring to secure for the current year are slightly in advance of a year ago, which is not saying much, but we have several good prospects in view. There has been no distribution to the University Accounts up to date. As soon as that is done, we will let the various treasurers know at once.

With sincerest personal regards to you, I remain

Most cordially yours,

C. A. EVANS

CAE/B
ENCs.
Via "President Cleveland" - 11/11/39
Copy via next boat

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NOTE: See letter of Nov. 24, 1939- to S. T. Liu

November 27, 1939

Dr. H. P. Lair
Cheeloo University
Tsinan, China

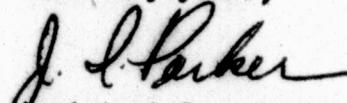
Dear Dr. Lair:

I am enclosing herewith a copy of the letter which is being sent to President Liu regarding the assignment of amounts from the 1939-40 special fund. A part of the grants to West China was made for joint use of the four Colleges. Other items were definitely assigned to the individual institutions, and with those items you will be concerned, as well as President Liu.

I wish to acknowledge your cablegram of October 30, which enabled us to prepare the Rockefeller report. This has now gone forward to the Foundation.

Thank you very much for your cooperation in getting this information to us.

Sincerely yours,


Assistant Secretary

JIP:VW
Enc.

Via S.S. "President Hayes"
from San Francisco, Calif.

0741

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INDEXED

INDEXED

December 1, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

We have received a dividend of LC\$220.00 on the James McFullan Stock held for the Theological Seminary at Chengtu. This represents a twenty per cent dividend and the check was for US\$15.68. This has been deposited in your account at the Bankers Trust.

Very truly yours,

C. A. EVANS

CAE/B

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0742

December 8, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

I am enclosing the Shantung trial balance sheets for November 30th together with the cash statement, budget analysis, and copy of Journal Voucher #114.

No particular reference need be made to the trial balance, but attention is called to a new item appearing in Special Funds, Section B, which is the \$7,574.25 representing the balance of the askings for Emergency Funds from the Associated Boards. This together with the \$8,091.00 within the budget makes a total of \$15,665.25 as approved by the Associated Boards on September 22, 1939. As only \$837.91 has been received, no authorization to draw will be issued, as you will note that amount is far below the figure included in the budget estimate.

We are also enclosing a copy of a letter addressed to the Treasurer of the North American Section covering the first distribution of income for the current year, assigned by the Associated Boards for Shantung's share in the 1939-40 Sustaining Fund. Last year this was known as the Emergency Fund.

There is also attached a detailed list of the gifts which is forwarded for the purpose of keeping the field informed as to the progress of the campaign as related to Shantung. It is possible that under "Designated Gifts" or among those "Received through the Board of Trustees" there will be found some which the field will desire to acknowledge. It is not necessary to do this, however, and it is left entirely to the discretion of the field. All gifts have been acknowledged in the routine procedure here in the office. Please note that in no instance should any acknowledgment be addressed to donations listed under "Allocated Gifts." This list represents donations received from those formerly interested in Shantung, or are carried on the Shantung constituency list. Further please bear in mind that these lists should not be used as a basis for solicitation or propaganda from China. We always have in mind the possibility of sending literature from China to our constituency and when it seems proper to so do, we will get in touch with the field and furnish full particulars. It is our purpose, as distributions are received from the Associated Boards, to issue similar letters and lists which will keep the field up to date as to the source of income.

Very truly yours,

C. A. EVANS

CAE/S
EUCS.

Via "President Coolidge" - 12/9/39
c.c. to President Shuming T. Liu
" via next boat

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December 8, 1939

Dr. H. P. Lair
Shantung Christian University
Tsinan, Shantung, CHINA

Dear Dr. Lair:

I am enclosing the Shantung trial balance sheets for November 30th together with the cash statement, budget analysis, and copy of Journal Voucher #114.

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Very truly yours,

C. A. EVANS

CAE/S
ENC3.

Via "President Coolidge" - 12/9/39
c.c. to President Shuming T. Liu
" via next boat

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