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Galt, H.S.
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YENCHING

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INDEXED

February 4, 1929
#1

TRANSFER

Dr. Howard S. Galt,
Yenching University
Peking, China.

My dear Dr. Galt:

I find I have not formally replied to your letter of November 21st.

I have, however, covered most of the points in other correspondence, particularly my letter of January 21st addressed jointly to Dr. Stuart and yourself. This letter will attempt to clear up such matters as have not been previously discussed.

Construction Bureau Accounts

26f6 - Women's College H.L.S.W. Our thought on this account has been that you would leave account 26f6 in the Women's College block of accounts, simply changing the amount shown as expended to Mex. \$232,500.00 so that the amount received and the amount expended would be the same. The difference between the figure shown in September and previous months, - that is, Mex. \$291,953.21, - and this revised figure of \$232,500.00 would now be added to the amount shown as expended under account 26f2 - Building Operations H.L.S.W. I trust that it will be possible for the Construction Bureau in future months to make this change.

Last summer's authorizations for Construction Bureau funds. We are pleased to have your comments on last summer's authorization for the Construction Bureau. We are glad to learn that none of the letters we sent during the summer were lost even though apparently some of them were delayed in arrival.

Finances of Physics Department

This is a subject I have been trying to bring to the attention of the Finance Committee as you request. I am very doubtful though whether the Finance Committee will be able to give any relief, particularly at this time. As you know from our recent correspondence, the Trustees are now facing a very grave shortage of current income this year due to the probability that the income from the Hall Estate fund will be much less than was anticipated. We are hoping that a part of this shortage may be secured from the Hall Estate Trustees or the Harvard-Yenching Institute but it would seem very unlikely that the full amount can be recovered, so, at best, we are likely to close the year with a serious deficit here in New York.

I am not sure that I entirely understand your suggestion that the deficit in the Physics Department might be recovered from last year's current surplus. My understanding of the 1927-28 surplus amounting to Mex. \$20,287.72, has been that this represents a gain on exchange for last

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Dr.Galt-2

2/4/29 #1

year rather than any under-expenditure on the field of the Mexican amount approved by the Board of Trustees as their contribution toward the 1927-28 budget. Since this surplus has already been assigned for other purposes we would not now be able to recover anything from it for the Department of Physics. While we hope there will be a similar gain in exchange during 1928-29, it is extremely unlikely that there will be anything available from this source for clearing up last year's deficits. I will, however, report this matter to the Finance Committee at the earliest opportunity.

Very cordially yours,

BAG-H

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YENCHING

February 4, 1929

#2

Dr. Howard S. Galt,
Yenching University,
Peking, China.

TRANSFER

My dear Dr. Galt:

We acknowledge receipt of your letter No. 2 of January 3, 1929.

Journal distributions to close certain building accounts. As of January 31, 1929 we are putting through on our books the following journal voucher distributions:

| | | | | |
|--------|------|-------------------------|------------|------------|
| "Debit | 26d | Hinde Memorial Building | 69429.14 | |
| | 26e | Finley Dormitory | 57.52 | |
| | 26r1 | Wheeler Dormitory | 471.51 | |
| | 26h1 | Refectory No. 1 | 480.90 | |
| | 26h2 | " 2 | 737.35 | |
| Credit | 26f1 | B.O. Undistributed | | 692,156.42 |
| | | | \$2,156.42 | \$2,156.42 |
| Debit | 26f1 | B.O. Undistributed | 1,231.86 | |
| Credit | 26r3 | Forbes Dormitory | | \$1,231.86 |

as requested by your letter of January 3rd. These distributions will make it possible for us to close out the following accounts:

| | | |
|------|------------------------|-------------|
| 26d | Hinde Memorial | \$46,030.90 |
| 26e | Dormitory No. 1 Finley | 46,419.33 |
| 26r1 | Wheeler Dormitory #2 | 43,982.61 |
| 26r3 | Forbes " 4 | 39,565.47 |
| 26h1 | Refectory No. 1 | 35,825.83 |
| 26h2 | " 2 | 36,317.09 |

Certain distributions requested we have not been able to make as explained below.

We have not been able to make the charge of \$464.25 against account 26r2-Gamble Dormitory #3 - because of the fact that this account is already overdrawn on our books. Our revised Schedule #4 giving plant funds balances and overdrafts as of November 1, 1928, shows how the Gamble Dormitory account stands. This Dormitory account was at that time overdrawn \$1,590.45. One solution of this problem that occurs to me is that of interchanging the designations of Dormitory #3 and Dormitory #4. The Gamble Dormitory fund totals only \$43,756.65, whereas the Forbes Dormitory fund amounts to \$50,000.00. If we should designate Dormitory #4 as the Gamble Dormitory we would have a sufficient fund for that dormitory of which the final cost is given as \$39,565.47. Then for Dormitory #3 which we

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Dr. Salt-2

2/4/29 #2

would designate as the Forbes Dormitory, we would have a fund sufficiently large to cover the total cost of \$45,511.35. Before making any definite recommendation to this effect I wish to talk over this point with Dr. Erid North and Mr. McBrier who, with myself, are members of a sub-committee for closing up Building Operations accounts. They may know of some factory which would make inadvisable the interchange of these designations.

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2/4/29 #2

would designate as the Forbes Dormitory, we would have a fund sufficiently large to cover the total cost of \$45,811.35. Before making any definite recommendation to this effect, however, I wish to talk over this point with Dr. Eric North and Mr. McBrier who, with myself, are members of a sub-committee for closing up Building Operations accounts. They may know of some factor which would make inadvisable the interchange of these designations.

China Medical Board First Science Building. We have not been able to make the journal voucher charge of G\$295.28 against account 28n-First Science Building - because this fund is already overexpended on our records. The details of this overexpenditure appear in our revised Schedule #4 as of November 1st.

On the Women's College Science Building we are also unable to make any further charge at this time because this account 26f3 is already overexpended.

I will go over with Dr. North and Mr. McBrier the questions involved in closing out these last named accounts where we have deficits standing on our books, to see what procedure we can best follow. I presume they will find it necessary to make recommendations to the Finance Committee before taking any definite action.

We have not yet received the Women's College accounts so all matters of adjustment with the Women's College are, for the time being, standing in abeyance. We are expecting that these accounts may be turned over at any time now. As soon as we receive these accounts and have had an opportunity to make a study of them I will write you further. I may say in a preliminary way, however, that, after studying the figures you give on pages 2 and 3 of your letter of January 3rd, it seems to me I would find it quite difficult to make the proper charges against Women's College accounts for the amount of G\$18,959.10 shown as due the University Building account from the Women's College. You list various transfers from Building Operations account to the Women's College Building accounts, but do not show why these transfers were necessary or, in most cases, what accounts were involved. The only individual building in the Women's College referred to is the Science Building for which a transfer of G\$2,990.70 has been made. It seems to me there should be some further details, both for the charge against Science Building No. 2, and, what is even more important, very full details as to the reason for the charges against the other Women's College Buildings amounting to \$10,537.20, the names of the various buildings affected, and the exact amount of the charge against each building. In closing out the Women's College Building accounts we ought to have a list of the buildings included and the cost of each. It may be that not all of this information is as yet available on the field. I am now awaiting reply to letters to the Treasurer of the Women's College, asking a number of questions in regard to their building accounts. I have been awaiting the arrival of the Women's College books so as to clear up all these questions at one time, but since the books are delayed longer than was anticipated I feel that I should get off to the field such information as I can without waiting much longer.

You ask us also to close out the Building accounts of the completed residences at a figure of G\$269,316.66. You do not, however, give us a list

5/10/29
Dr. Salt-3

2/4/29 #2

of what residences you are including in this figure. Will you please give us a list of the completed residences and the cost in gold of each residence included?

Local banking arrangement. At the meeting of the Finance Committee on February 1st I reported informally the information you give in regard to the financial difficulties of the Chinese-American Bank of Commerce which resulted in the closing up of its branch at the University; and the intention of the University to invite another bank to open a branch on the University campus. Several members of the Finance Committee feel strongly opposed to this procedure. A year ago they expressed their feelings in pretty definite terms but did not wish to press the point vigorously since the Chinese-American Bank of Commerce had already opened a branch on the campus and any summary objection might have proved exceedingly embarrassing. Now that the first branch bank has closed up and left the campus, the Committee feels offers an ideal opportunity for adopting a new policy. Everyone agrees that it is quite essential, from the standpoint of the University, to have a branch bank convenient to the University campus. As far as the Committee is able to judge, however, it should be possible for a bank to rent or construct quarters for a branch bank at some convenient point adjoining but not on the University campus. They feel that this is preferable to having the bank actually on the campus for two reasons:- first, they consider it undesirable to have such a banking institution actually in University buildings because they believe that, no matter what official disclaimers of responsibility may be made by the University, nevertheless, the bank will always represent the University in the eyes of the people generally, and any of its financial difficulties will reflect to a degree upon the University's financial standing. Secondly, in the face of constant pressure from the University for new buildings and additional space, the Committee is not enthusiastic over having a substantial amount of University property occupied by a non-University organization. I suspect that their feeling at this point is influenced by the thought that allowing a branch bank to occupy University property is likely to open the way, sooner or later, to other commercial organizations which, while of undoubted value and convenience to the University community, ought not to be housed by the University itself.

These are simply my impressions gathered from an informal discussion by the members of the Finance Committee. If the Committee takes more formal action at its next meeting I will report it to you.

Very sincerely yours,

BAG-H

CC: later mail

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INDEXED

YENCHING

TRANSFER

Am. 3/

Yenching University

February 4, 1929

Dr. Howard S. Galt,
Yenching University,
Peping, China.

My dear Dr. Galt:

We are enclosing herewith the following:

Check for \$450.00 representing the amount of the third quarterly grant received from the American Board of Commissioners toward the support of Dr. T. T. Lew. This remittance we are entering in account 136

Draft for Mex. \$1,350.00 representing the following amounts received from Princeton-in-Peking for the third quarter of the fiscal year 1928-29:

Mex. \$900. for salary of S. H. Hsu
" 450. " " Leonard Hsu

This remittance is entered in account 135.5

Duplicate of the draft for \$1,350.00 will follow by a later mail.

Very sincerely yours,

BAG-H

Enc. 2

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YENCHING

INDEXED

February 7, 1929

Yenching University

TRANSFER

Mr. Howard S. Galt,
Yenching University,
Peking West (Peping) China.

Dear Dr. Galt:

I note that we have not sent you a memorandum as to the number of the Authorization we sent by cable on January 22 for \$9000 - Campus Improvements.

The number of this authorization is 2909.
The payment will be charged against 22-B.

Cordially yours,

BAG:RL

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Duplicate sent via the Pacific

學大京燕
YENCHING UNIVERSITY
Peping China

YENCHING

Forwarded

Office of the Treasurer

February 7, 1929.

TRANSFER

Feb 3/18/29

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, New York.

My dear Mr. Garside:

An acute situation has arisen in the matter of residences for the University staff, and we are sending you this letter for presentation to the Finance Committee of the Trustees at the earliest opportunity. This letter should perhaps go from the President's office, rather than from mine, but I shall show it to President Stuart before it goes, and hope that he will sign it. I am writing in my dual capacity as acting treasurer, and chairman of the Grounds and Buildings Committee.

Without taking time today to acknowledge recent letters from your office, let me say in general that we are grateful for the various remittances which have come on time to meet our needs at this date. Detailed acknowledgment of these will be sent you soon. I have noted the remark in the last paragraph of your letter of January 7th in which you report that the Finance Committee is becoming increasingly dissatisfied over our requests for funds. We here can readily understand that point of view, and we are not surprised that the Finance Committee should feel as they do, but we think that if the members of that Committee could be here at Yenching, and see the situation at short range, they would probably be more ready to adopt our point of view here. This letter is an attempt to present the situation to them.

I have before me a copy of President Stuart's letter to you, dated November 19th, and also a copy of his letter to you of November 27th. The second paragraph on page 2 of the letter of November 19th refers to a letter on residences written to Mr. Wannamaker. Neither Miss Hague nor I have been able to find in her files a copy of that letter, so I cannot know exactly how the matter was presented in that letter. In response to the request for a cable in the first paragraph of President Stuart's letter of November 27th, we received on January 23rd, a cable

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Mr. B. A. Garside.

(2)

2-7-29.

from your office, near the end of which was the following message:

"At present no funds available for additional dormitories residences".

These communications place the situation before you at the point where I wish to take it up today. The letters from President Stuart to you, just referred to, presented the general situation, and I wish to make it more definite and concrete.

It is due to a peculiar combination of accidental circumstances that we have been able to house the staff of the University during the present year. I will give below the list of members of our staff who have not required residences during the current year:

Mr. and Mrs. William Hung; absent at Harvard,
Mr. and Mrs. Porter: absent at Harvard,
Mr. and Mrs. Wiant: on furlough,
Mr. and Mrs. Barbour; on furlough,
Miss Boring: on furlough,
T. H. Chen: on furlough,
J. F. Li: on furlough,
(The latter two studying in Europe)
Professor Anderson: absent on account of
Mrs. Anderson's death,
Dr. Leonard Hsu: living with another family on
account of Mrs. Hsu's absence at a sanitarium,
W. W. Davis: residing temporarily in Peking on
account of school accommodations for the children,
Mr. and Mrs. Fawcett; residing in Peking for lang-
uage study,
Swiss representative: the position is vacant this
year.

You will note that the circumstances noted above have thus accidentally freed a considerable number of residences. Over against those circumstances, we have as a prospect for next year, the absences of only three families, the Ritters, the Sailors, and the B. H. Lis. In addition, two members of the staff, now single, expect to be married, and we now anticipate the return of Mr. K. A. Wee, also married.

In the staff of the University, outside of certain departments which I will refer to later, there have been no additions whatsoever, except that of Mr. Wee, whom we have just mentioned, and possibly, the exception of Mr. Adolph, in case he is appointed, but as I understand, his need for a

Mr. B. A. Garside,

(3)

2-7-29.

residence is not definitely recognized as yet.

The only departments which we have allowed to expand are the Departments of the Social Sciences, now assisted by funds from the Laura Spellman Rockefeller Memorial Foundation. The funds from this source not only make possible, but lay upon us the duty of expanding the work of these departments as rapidly as funds will permit, and as the new work organized can be made thoroughly efficient; and the funds from this special source can be used for renting the necessary residences for additional members of the staff, but they cannot be used as capital expenditure in building those residences. Therefore, as far as those departments are concerned, the University is responsible for finding the residences for new members, even though the rent may be paid by the funds concerned.

Summing up the situation, some features of which are outlined above, we find that at least six more residences will be needed next year. You will recall that we presented to you, by vote of the Grounds and Buildings Committee last May or June, a rather comprehensive plan drawn up by Mr. Chuan calling for a number of new residences to take the place of those now rented in Chengfu adjoining the University campus, which houses, if rented again on new terms this spring, will cost us more than heretofore. The plan then proposed, we considered and still consider, the best business proposition, but now with the demand for residences which I am describing, we are expecting to re-rent the houses referred to at an increased cost, and must in some way find the six additional residences I have mentioned. Our Comptroller, Mr. Chuan, has canvassed the neighborhood carefully, and finds that there are no more suitable residences near enough to meet our need. Therefore, we seem to be shut up to the necessity of building the six new houses this year, or of facing extreme embarrassment in housing members of the staff.

The housing of staff members is regarded here as a function of the President's office. President Stuart, in frequent consultation with our Grounds and Buildings Committee and others concerned, has canvassed every possibility, and in view of the negative contained in your cable of January 23rd, has proposed, as the only way out, a private loan from the banks in Peking, to be undertaken by himself personally. He feels that without some provision for the comfortable housing of the staff next autumn, he can scarcely face the new year's work, and this burden presses upon him at the time when he should be free to give all his attention to the

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Mr. B. A. Garside,

(4)

2-7-29.

Formal Opening plans which must absorb so much of his time.

Some of us feel that our President should be protected from such a heavy personal responsibility, and so I have volunteered to write this letter, to a certain extent in his place, as I have already indicated, to set forth the situation.

President Stuart tells me that recent correspondence from New York has indicated definite pledges of some \$15,000.00, in addition to an item of \$5,000.00 for a residence, pledged, as I understand, by Princeton-in-Peking interests. In other words, you have in New York definite pledges for residences amounting to \$20,000.00. In this case, we feel that it would be good business to borrow, if necessary, in case these pledges are not to be paid this year, at the low rate of interest prevailing in New York, sufficient funds to enable us to build the residences we need. The \$20,000.00 referred to should cover at least three, if not four residences, leaving only two or three others to be provided for by a loan, not directly covered by a pledge. As I have already indicated, the University can charge the Social Science Departments and the Harvard-Yenching Institute staff definite sums for rent, and these sums should easily meet the interest on the loan required. Therefore, we feel it is good business for the trustees to arrange the loan in question. As I have tried to indicate, it should not exceed a total, shall we say, of gold \$35,000.00, \$20,000.00 of which is covered by the pledges mentioned.

President Stuart has hesitated to have us deal with the situation in this way, fearing the delay in getting construction started. We also desire, if possible, to get buildings started about the first of March. In order to save as much time as possible, our Construction Bureau will prepare the plans and have them all in readiness, and we will ask you to send us a cable as soon as the Finance Committee of the Trustees can reach a decision. If such a cable can reach us about the middle, or the 20th of March, the delay in getting the residences started will not be serious.

We therefore urge the above plan upon the Finance Committee of the Trustees for their very earnest consideration.

Sincerely yours,

J. Hightower

HSG/RAA.

Howard S. Galt

HOWARD S. GALT, (Acting Treasurer).

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Mr. A. A. Gerstle

(4)

2-7-29

Some of the points which must appear as much of his time from such a heavy personal responsibility, and so I have not entered to write this letter, to a certain extent in my place, as I have already indicated, to set forth the situation.

President Stuart tells me that recent correspondence from New York has indicated definite pledges of some \$1,000,000 in addition to an amount of \$5,000,000 for the residence, as I understand, by the Finance Committee. In other words, you have a New York definite pledge for residences amounting to \$2,000,000. In this case, we feel that it would be good business to borrow, if necessary, in case these pledges are not to be paid this year, at the low rate of interest prevailing in New York, sufficient funds to enable us to build the residence we need. The \$2,000,000 referred to should cover at least three or four residences, leaving only two or three others to be provided for by a loan, not directly covered by a pledge. The Finance Committee has already on charge the building of the residence and the early financing institute still definite sums for rent, and these sums should easily meet the interest on the loan required. Therefore, we feel it is good business for the trustees to arrange the loan in question, as I have tried to indicate, it should not exceed a total, shall we say, of only \$25,000,000, \$20,000,000 of which is covered by the pledges mentioned.

President Stuart has hesitated to have us deal with the situation in this way, fearing the delay in getting construction started. We also desire, if possible, to get things started about the first of March. In order to save as much time as possible, our Construction Bureau will prepare the plans and have them all in readiness, and we will ask you to send us a cable as soon as the Finance Committee of the trustees can reach a decision. If such a cable can reach us about the middle of the 20th of March, the delay in getting the residences started will not be serious.

We therefore urge the above plan upon the Finance Committee of the trustees for their very earnest consideration.

Sincerely yours,

Howard S. Call

HOWARD S. CALL, (Acting Treasurer)

MAR-7-1929

Howard S. Call

HSC:AAA

February 8, 1929

My dear Mr. Murphy:

When Dr. Stuart was in this country last year he wanted me to call on you but because I was so very busy I did not have time. Dr. Stuart thought that it might be possible for you with a group of friends in Shenandoah to build a residence for Dr. H. S. Galt who is one of the oldest of the teachers at Yenching University. Truly he is a great man and has done a great work, bringing a peculiar honor to your city.

I shall be on my way tomorrow to California. I wish you might think the matter over and in answer to this letter tell me quite frankly whether or not you think it would pay me to stop off in Shenandoah on my return from California sometime between the first and middle of April.

If the people of Shenandoah could not see it in their way to build a residence costing \$7,500, it might be that they could build a Chinese residence costing one half that amount. We might be able to put into this residence some Chinese professor and in that way make possible for Dr. Galt a residence of his own.

Please let me hear from you quite frankly what you think. You can address me at this office and my mail will be forwarded to me.

Most sincerely,

Chester E. Jenney
Executive Secretary

Mr. W. A. Murphy
Shenandoah National Bank
Shenandoah, Iowa

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#1
YENCHING

TRANSFER

Yenching University

February 9, 1929

Dr. J. Leighton Stuart
Dr. Howard S. Galt ✓
Yenching University
Peking West
China

My dear Dr. Stuart and Dr. Galt:

We are attaching hereto copies of the minutes of Finance Committee meeting of February 1st. There are several items in which you will be interested.

APPROVAL OF BOTH GYMNASIUM PLANS

I have already commented on this action in a letter sent to Dr. Stuart in the China mail which closed on February 4th, and therefore no further comment is necessary at this point.

PROPOSAL FROM WOMEN'S COLLEGE IN REGARD TO RESIDENCE #30

The proposal from the Women's College dealt with in action F - 2459 is not a new one. If I remember correctly Dr. Stuart made some such suggestion as this while he was in America last year. We hope that it may be possible for the Finance Committee to find some way of securing at least around \$36,000. to make a beginning of this exchange. We would be glad to have any comments you may have to offer.

USE OF LOCKHART GIFT AND OTHER FUNDS FOR PRINCETON-IN-PEKING RESIDENCES

You will note that by the action F - 2460 - the Finance Committee approved in principle the recommendation that Mr. Lockhart's pledge of \$5,000 together with Mrs. McKelvey's pledge of \$2,000. and Dr. Sailer's pledge of \$500. be used for erecting a Princeton-in-Peking residence. Actually this approval in principle does not get us very far in the direction of actually finding the necessary funds. There does not seem to be any likelihood of providing this \$7,500 in the near future. However, we hope for the best and assure you that we will notify you at once if funds for such a residence are made available.

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Dr. Salt
Dr. Stuart

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2/9/29

FUNDS IN CONNECTION WITH FORMAL OPENING

The Committee gave most sympathetic consideration to Dr. Stuart's request of a special authorization of Gold \$3,500. to \$3,000 in connection with the formal opening of the University in October. As yet, we have not been able to actually find the amount needed but will earnestly continue our pursuit. Here, too, we will hasten to send you word as soon as funds are in sight.

Very cordially yours,

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YENCHING

TRANSFER

February 9, 1929

del 3/19

Dr. Howard S. Galt,
Yenching University,
Peping, China.

My dear Dr. Galt:

Attached hereto we are sending you a draft for Mex.\$ 2,000. This remittance is sent in accordance with the action of the Harvard-Yenching Institute Executive Committee, which on October 22, 1928 empowered us to make remittance to the field of a sum not exceeding Mex.\$2,000 in payment of the item of rent for Harvard-Yenching Institute staff members during 1927-28. The statement attached to your letter of October 22, 1928 shows that rental expenditure for 1927-28 amounted to Mex.\$2,200. We understand therefore that on the basis of this statement we are correct in sending you the full amount of Mex.\$2,000 as authorized.

I note that your October 22 statement shows that the balance of Mex.\$240 carried forward from 1926-7 on the Harvard-Yenching Institute rent account was accounted for as applying against the rent item for 1927-8. It is not quite clear whether the Harvard-Yenching Institute trustees have as yet accepted this method of handling the matter, but I am sure the point was cleared up in a meeting held in Boston yesterday. If this 1926-7 balance is considered as applicable on the 1927-8 rent account, you will then have a balance in this rent account at the end of 1927-8 amounting to Mex.\$20.

I am enclosing herewith copy of a letter we have written Dr. Stuart on the subject of Harvard-Yenching Institute accounts. With Dr. Stuart's letter I enclosed a copy of the detailed report which Dr. North and I prepared for presentation to the Harvard-Yenching Institute. Unfortunately we did not have an extra copy of this report to attach to your copy of the letter to Dr. Stuart. I trust however that it will not inconvenience you to get Dr. Stuart's copy of this report, if you need it in connection with your accounting.

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Dr. Howard S. Galt - - - - - (2)

You will note there are several questions in connection with this report, which we are anxious to clear up at the earliest possible moment in order to have a clean slate in our accounts with the Institute to June 30, 1928. We will appreciate your good offices in clearing up the various points mentioned in my letter to Dr. Stuart.

The duplicate of the attached draft will follow by a later mail.

Very cordially yours,

BAG:RL
enclosure.

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YENCHING

TRANSFER

Yenching University

February 11, 1929

Dr. Howard S. Galt,
Yenching University
Peping, China.

My dear Dr. Galt:

This will acknowledge receipt of your letters of January 8th and 9th.

These two letters are devoted chiefly to the acknowledgment of and comment on various letters from our office written between November 28th and December 10th. Practically all the items treated are now cleared. I will comment herein on one or two items which seem to deserve a further word.

Method of handling L.S.R. funds. We are glad to note that we are in agreement with the field as to the method of handling these remittances. We will plan therefore to follow the policy I have suggested in a number of letters during the past few months of sending the full amount of each quarterly payment from the Laura Spelman Rockefeller Foundation directly to the field immediately after its receipt, holding nothing here in New York except on special instructions from Dr. Stuart or your office.

Travel expenses of Yenching staff en route to America. We are glad to have your comment in regard to Miss Boring's travel arrangement and also your explanation that the general policy on the field is that, where travel advance is to be made to returning members of the staff, you will advance \$600.00, or, more accurately, local currency \$1,200.00, for which they are to render an accounting after arriving in America. The one situation in which such a procedure may cause difficulty is where returning staff members come to America by a more expensive and more circuitous route than necessary. In such cases there should be a clear understanding as to who is responsible for these extra travel costs. It is to provide for such cases of return by an indirect route that a flat travel allowance is of value.

Surplus of 1927-28. In commenting on my letter of December 10, you mention again the desire of the field that Mex. \$2,709.00 of the Physics Department deficit be charged against last year's surplus. You also suggest in a tentative way the possibility of charging the item of Mex. \$2,597.69, Hsu Ti Shan expenses, to this same place. As I mentioned in a letter about ten days ago, I am afraid it is extremely doubtful whether the Finance Committee at this date will be able to give favorable consideration to either of these requests. Just now they are struggling

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Dr.Galt-2

2/11/29

with the threat of a very serious deficit in their sources of income for this year and are seeking to economize wherever possible. I will, however, bring the matter to their attention at the first favorable opportunity.

I believe there are no other items in your letters of January 8 and 9 requiring comment at this time.

Very cordially yours,

BAG-H

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YENCHING

TRANSFER

Yenching University

February 11, 1929

Dr. Howard S. Galt,
Yenching University,
Peking, China.

My dear Dr. Galt:

You are authorized to draw on us at three days for \$1,200.00 representing the following two remittances recently received as contributions toward the salary of Professor William Hung:

\$600.00 from Elisabeth Lasell
600.00 " Ishbel Masleish

Your draft will be charged to account 136. This is authorization No. 2910.

Very cordially yours,

CC: later mail
Miss Lane

1157

學大京燕
YENCHING UNIVERSITY
Peping China

YENCHING

Office of the Treasurer

February 12, 1929.

No. 2912.

TRANSFER

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, N.Y.

My dear Mr. Garside:-

Correction of an Error

One of our office clerks a few days ago discovered a typist's error in the statement of the cost of the Natural Science Departments for the year 1927-1928, which was sent to you under cover of my letter of November 16th. Near the bottom of the page, there was an item of \$7,250.00. This item should have been \$7,850.00. As I have said, the error was due to typing, and it may be that you have already discovered it in the New York office. If not, it is perhaps not too late now to make the correction. (attached)

Sale of Drafts

Offices are now closed because of the New Year holidays, and I find that my draft book has been locked up in Mr. Tsai's desk. I find that I do not have the data outside of the draft book for reporting the numbers of drafts, but I will report without the numbers, thinking that you will have no difficulty in identifying the items.

Handwritten: noted
in CPB
1929

Draft No. 891 Sold February 5th, to the Belgian Bank, G\$6500, at the rate of 2.192, l.c.\$14,248, your authorization No. 2903, advice of December 27th. ✓

" " 892 Sold February 5th, to the Belgian Bank, G\$4440, at the rate of 2.192, l.c.\$9732.48, your authorization No. 2905, advice of January 7th. ✓

" " 893 Sold February 5th, to the Belgian Bank, G\$360.61, at the rate of 2.192, l.c.\$790.45, your authorization No. 2902, advice of December 27th.

I find from the data before me that we have also sold a draft for G\$9000 as per cable from your office received

1158

Mr. B. A. Garside,

(2)

Feb. 12, 1929.

January 23rd, for campus improvement, but I cannot give other data now for the reason that the draft book is not in hand as mentioned above. Of this, more later.

Correspondence from your Office

Your letter of December 22nd ✓

Your remark about the recording of draft No. 851 will be taken up the next time Mr. Beddow is in the office.

Your 1st letter of December 26th

In this letter you report the purchase and shipment of curtain material by Mrs. Porter, and raise the question of the account to which it should be charged. Regarding this matter, we will send you more specific directions later.

Your 2nd letter of December 26th

No comment necessary.

Your 1st letter of December 27th

In this, you report the status of the Blair-Wolverton funds, and authorize us to draw the balance of G\$360.61. This is quite satisfactory to us, and I think will simplify the accounting under those funds.

Your 2nd letter of December 27th

This is your authorization No. 2903 to draw as usual on February 1st. This authorization reached us January 31st, just in time. As already reported to you, you will note a slowing down of the mails apparently in recent months. I understand the reason for this is because mails are being sent now via Shanghai rather than through Korea. I do not know whether this is to be a permanent arrangement or not. In writing our last letter to you, we decided to send one copy via Siberia to test out that route. If you find that time was gained in doing so, I would suggest that you dispatch one of the two copies you are now sending of important correspondence via Siberia. If connections are good, we think that several days should be saved by that process.

*Siberia letter
arrived about
4 days before
Pacific letter*

Your letter of December 29th

With this letter is transmitted the draft from

1159

Mr. B. A. Garside,

(3)

Feb. 12, 1929.

the China Medical Board for the second quarter of the current year, which we are glad to receive.

Your 1st letter of January 2nd

With this is transmitted a check for G\$300.00 as a special scholarship contribution. This will be placed at the disposal of the Scholarship Committee, and accounting will be made to you in due time, I trust.

Your 2nd letter of January 2nd

This letter reports the action of the Finance Committee regarding allowances for Mr. K. A. Wee. As the arrangements and suggestions regarding his affairs have all been handled by our President's office here, I think I have no further comments to make. I may say this, however, that according to the latest word which has reached me, Mr. Wee has given up his doctorate study, expects to be married, and to return to Yenching next autumn. In this case, we presume that the necessary adjustments will be made in his accounts. Exchange rate, as you will note, continues good, so it may be quite possible to deal with this extra expense as a marginal item on the budget covered by exchange surpluses.

?
*K A wee hopes
to complete
doctant this
spring or summer.*

Your 1st letter of January 7th

This contains a number of items, and a few comments are called for.

We note your suggestion regarding the charge for l.c.\$69.90 for freight for books for Dr. Lew. Now that you have already remitted the balance of these funds to the field, we can take care of this item, which was dealt with on page 2 of my letter, No. 2909, and should not require further attention from your office.

I think earlier correspondence has indicated why we were late in getting a definite budget set up for the L.S.R.M. fund. Not until members of the Departments concerned could be brought together after the summer vacation were we able to draw up a budget and report to you. We are glad that your point of view seems now in correspondence with ours entirely.

The item of a discrepancy of 87 cents on draft No. 757 will be dealt with when Mr. Beddow is again in the office.

1160

Mr. B. A. Garside,

(4)

Feb. 12, 1929.

Your 2nd letter of January 7th

In this, you authorize us to draw G\$4,440.00, representing the third quarterly remittance of L.S.R.M. Funds. We are glad to receive the transcript of entries under this fund for our reference. We have noted the last paragraph of your letter, and have had copies made and sent to the heads of the departments concerned, so that they may be fully informed of the proposed procedure.

Number for our last letter

On February 7th, we sent you an important letter dealing with the residence question, which in haste we failed to number. It should receive No. 2911.

Cables.

The cables nearly always reach the President's office first, and in general, I assume that he acknowledges them. I have already referred to the cable received here January 23rd. In connection with this cable, perhaps I should explain why we sent a cable of inquiry regarding the \$5,000.00 from Mr. Post. The reason for this was as follows: The term used in the cable "model school practice teaching house" was exactly that set down in your report of the results of the campaign as recorded in a document of last September. I do not have the exact date before me. When I first saw that item in that document, I supposed, of course, it was for the Practice School of the Department of Education. Miss Stahl however informed me that it was her understanding that the item referred to the Practice House of the Department of Economics, and accordingly, the matter was dropped at that time. When we received your cable January 23rd, I asked President Stuart for information touching on the point, and he assured me that the money from Mr. Post must be for the Department of Education. Miss Stahl however was still inclined to raise a question, and in view of that slight element of uncertainty, it seemed best to cable you for a definite word.

The reply came in your lengthy cable received here January 31st, dealing at length with Women's Gymnasium plans. Those plans were immediately taken into consideration by the Construction Bureau and the Women's College Faculty. We were glad to have the definite information that the Practice School Fund was definitely for the Department of Education, and plans for the school are now being prepared to be sent to the

1161

Mr. B. A. Garside,

(5)

Feb. 12, 1929.

New York office as early as possible.

I have also before me a copy of the cable received from your office February 5th, dealing again with the plans and funds for the Women's College Gymnasium. This matter is still under consideration here.

Very sincerely yours,

Howard S. Galt

HSG/RAA.

Howard S. Galt, (Acting Treasurer)

1162

Feb. 22, 1929.

(5)

Mr. F. A. Garbide,

New York office as early as possible.

I have also before me a copy of the cable received from your office February 21st, dealing with the plans and funds for the Women's College Gymnasium. This matter is still under consideration here.

Very sincerely yours,

Howard S. Gilf, (Acting Treasurer)

RG:BAW

RECEIVED
UNIVERSITY
MAR - 8 1929
GOVT OF CT

1163

YENCHING
TRANSFER

Yenching University

February 12, 1929.

Dr. H. S. Galt,
Mr. L. T. Biddow,
Yenching University,
Peking, China.

C. M. B. Science Equipment Fund

My dear Dr. Galt and Mr. Biddow,

A study of Mr. Biddow's suggestions, contained in Dr. Galt's letter of January 3rd, asking that we correct our Journal Voucher No. 422 by reducing our entries in the C.M.B. Science Equipment Fund and in Scientific Equipment from G.\$10,798.87 to G.\$10,798.00, reveals the fact that these corrections alone will complicate rather than simplify the situation.

As I pointed out on Page 2, paragraph (4) of my letter of November 26, 1928, the basis on which these entries were made is the corresponding entries for the Second Science Building equipment which is also recorded as G.\$10,798.87. If one is corrected, both must be. Let me again review the history of the matter:-

(1) On March 16, 1927, Mr. Wiant wrote:- "I take it that I am still able to draw on Mr. Bowman for building operations and have today cabled you that I have drawn draft #757 for Gold \$10,798, this being equivalent of Silver \$23,622.54, which Mrs. Frame told me to draw for Science Building equipment." We put through the requisite entries on our books for \$10,798.00 (J.V. 267, Apr. 29, 1927), but during the following months we found the field records exceeded ours in the accounts affected by an unexplainable difference of 87¢.

(2) On December 16, 1927, Mr. Wiant wrote:- "We have received the following sums from Mr. Bowman in Chicago, which are not in your accounts:- Mar. 2, Draft 757 for Women's College Science Buildings G.\$10,798.87, N.\$23,622.54." We thereupon increased our previous entries by 87¢ (J.V. 340, Jan. 10, 1928), notifying the field of this correction. No objection came from the field, and from that point on our New York records exactly corresponded with yours in the accounts affected, so it seemed obvious that we had at last correctly recorded draft No. 757.

(3) In making the correction of the First Science Building Equipment account as described in our letter of Nov. 26, 1928 (J.V. 422, Nov. 30, 1928) we therefore used this same figure of G.\$10,798.87, so as to make the amount identical with that of the Second Science Building Equipment account.

Thus the crux of the situation is the correct amount of Draft No. 757. Is it G.\$10,798.00, or G.\$10,798.87? Will you check up

1164

2/12/29

your records on that point and let us know the result? Assuming that we are still adhering to the policy of making the figures the same for the equipment of the First and the Second Science Buildings, it seems we have two alternative courses:-

(a) If Draft No. 757 is for G.\$10,798.00:-

On our New York records, we must make journal voucher entries reducing by 87% the amounts recorded for the First Science Building Equipment fund, for the Second Science Building Equipment fund, for the First Science Building Equipment expenditure account, and for the Second Science Building Equipment expenditure account. This will have the effect of reducing Account 24b to G.\$30,287.18, or 87% less than the figure given in your letter of January 3rd, 1929.

On your field records you will apparently need to make adjustments which will explain the excess of 87% which will exist on your books as compared with ours in Account 24b.

(b) If Draft No. 757 is for G.\$10,798.87:-

Our New York records are correct and no entries are necessary.

On your field records you will need to make the requisite entries to show an increase of 87% in the cost of the equipment of the First Science Building.

I trust that the above summary succeeds in stating the situation clearly and correctly. We await further word from you before making any further adjustments on our records.

Cordially yours,

BAG/G

PCF Miss LORR in Account 24b, Science Equipment account, is obtained as follows:-

| | |
|----------------------------|---------------------|
| Balance Dec. 31, 1928 | G.\$8,531.18* |
| Chronometer | 100.00 |
| First.Sc. Bldg. Equipment | 10,798.87 |
| Second Sc. Bldg. Equipment | 10,798.87 |
| | <u>G\$30,228.92</u> |

*Our Balance on Dec. 31, 1928, ^{does not equal} appears to ~~appear~~ be ~~added~~ by 87% the first item in the tabulation at the bottom of your letter of Nov. 5, 1928, which reads "Old Balance, G.\$8,532.06"

YENCHING

act. of

TRANSFER

Yenching University

February 15, 1929.

Dr. Howard S. Galt,
Yenching University,
Peping West, China.

My dear Dr. Galt:

This will acknowledge the receipt of your letter
of January 3rd.

Most of the items covered by your letter have now
been cleared and further comment is necessary on only a few points.

Arrangements with Professor Anderson.

We are glad to have your comments on this point. I
sincerely hope that the final arrangements we made with Professor
Anderson are satisfactory both to him and to the University.

Adjustment of 87¢ difference on Science Equipment Account.

This is covered in a separate letter written yesterday.

Other comments by Mr. Beddar on Plant Accounts.

I believe that all the items mentioned on Page 3 of
your letter have now been satisfactorily cleared.

Very cordially yours,

BAG:A

1166

YENCHING

Yenching University

February 13, 1929.

TRANSFER

Mr. Stephen Tsai,
Yenching University,
Peping West, China.

My dear Mr. Tsai:

I am not sure that I have formally acknowledged receipt of the twenty-five Chinese Government bonds sent us on December 7th.

These bonds have arrived in due course and have been placed in safekeeping with the other securities of the University. I am at this time writing to Mrs. de Vargas in regard to these bonds and other Swiss Committee matters.

Very cordially yours,

EAG:A

1167

YENCHING

Yenching University

TRANSFER

February 14, 1929.

*ack 3/10
checked exp*

Dr. Howard S. Galt,
Yenching University,
Peping, China.

My dear Dr. Galt:

You will remember that on September 14, 1928, we wrote in regard to the purchase of physics apparatus made by Professor Paul Anderson from the Central Scientific Company. At that time I stated that we had received no authorization to make payment for the order and that we had therefore notified the Central Scientific Company that we were unable to take up the matter until we received proper instruction from the field.

Within the past few days the Central Scientific Company has sent us a statement showing that this balance of \$276.15 is still unpaid. As far as I can ascertain we have had no instructions from the field in regard to the payment for this apparatus. It is a matter that we ought to attend to, if at all possible, because such a long standing bill does not help our credit with this company from which we are constantly making purchases for all our Universities. We will be glad to have further information and instructions.

I am attaching hereto a copy of a portion of the Central Scientific Company's invoice listing this equipment.

In this same connection the Central Scientific Company has sent us a credit memorandum for C\$10.62 to cover breakage incurred in the shipment of an order sent out for Dr. Stanley D. Wilson last August. We are letting this \$10.62 stand as a credit against the University's account until we have further word from you.

Very cordially yours,

BAG-H

Enc.

1168

YENCHING
TRANSFER

del 2/19

Yenching University

February 18, 1929

Dr. Howard S. Galt,
Yenching University,
Peking, China.

My dear Dr. Galt:

This will acknowledge your two letters of January 15th.

Drafts recently paid. Your first letter of January 15th lists drafts Nos. 885, 886, 887, 888. All four of these drafts have now been received and paid. We are grateful to you for the local currency figures on the first three of these drafts.

Most of the items referred to in your letter of January 15th have now been cleared.

Draft No. 848. This draft finally turned up and was paid as you will undoubtedly have noted from recent monthly financial statements.

Department of Agriculture accounts. I am sorry that the method we have had to use in reporting to the National Savings and Trust Company on the Department of Agriculture balances for the past two years is going to cause the Department some embarrassment this year. After further study of the situation, however, it seems to me that the procedure we have used is the only possible one. As far as the Famine Fund accounts are concerned, the appropriations to Yenching University for 1926-27 and 1927-28 were clearly defined as Mex. \$16,370.00 for each of these two years. The National Savings and Trust Company advanced funds at an arbitrary rate of two to one with the distinct understanding that a later accounting would be made and that any gain in exchange would be returned. It is quite clear, therefore, that the Department of Agriculture is responsible for returning to the Famine Fund the surplus of Mex. \$1,460.85 which accrued during 1926-27 and 1927-28. If the National Savings and Trust Company should pay the 1928-29 appropriation in full, we would simply have to send them a check for this balance in exchange of Mex. \$1,460.85. Therefore to ask the Trust Company to deduct this Mex. \$1,460.85 from their final remittance this year merely simplifies the procedure and eliminates the useless exchange of checks.

I quite understand that the gain on exchange of Mex. \$1,460.85 should have been considered at the time that we cleared the Department of Agriculture deficit a few months ago. However, neither the field nor the home office took this item into account at the time and now I do not see any immediate remedy for the situation. I find myself disagreeing quite frankly with the following suggestions in Mr. Beddow's memorandum to you:-

1169

2/18/29

"If therefore the above sum is deducted from the last quarterly remittance of Famine Funds, then New York will have to remit the balance themselves. It virtually amounts to this, that the deficit remitted by New York as described in their letter of December 10 should have been local currency \$10,065.80, not local currency \$8,604.95.

"Will you please ask New York to remit the further \$1,460.85 themselves to avoid the Treasurer having to land that sum to the Agricultural Department in the last quarter?"

Our New York office must modestly disclaim any responsibility whatever for having "to remit the balance themselves". There has been a very definite understanding for some years that the accounts of the Department of Agriculture are to be kept quite distinct from the general current accounts of the University. As I grasp the situation, the understanding is that the Department of Agriculture will see that its expenditures are confined entirely within the receipts which come direct to the Department from the Famine Funds and from such other sources of income available on the field. At no time, so far as I have been able to learn, has the Board of Trustees or the field authorities of the University assumed any blanket obligation to meet deficits in the Department of Agriculture. When the Finance Committee voted to clear off the Agriculture Department deficit of Mex. \$8,604.95 from funds which happened to be available, this was done as a special matter and one in which it was clearly understood that no precedent was being set and that the Committee would be very unlikely to take any similar action in future. The general feeling of the Committee was that, through a series of unfortunate circumstances, the Department of Agriculture had gotten into something of a hole and that, if it were helped out this once, the situation would never occur again. Without doubt, when the matter was before the Committee it would have approved clearing off a deficit of Mex. \$10,065.80 as easily as it would a smaller figure, but it was the smaller figure that was presented for their action. I am not sure whether, at the time, our office could rightly have been expected to ferret out the item of gain on exchange for the last two years and add this to the deficit reported from the field, but I hardly think we could have been expected to discover this item.

Our New York office has absolutely no authority to send out to the Department of Agriculture a dollar more than we receive for that Department from the National Savings and Trust Company and from any other special gifts. The only time we are empowered to make any additional disbursements is when special authorization is given by the Finance Committee. I know that just at this time when the Finance Committee is struggling with a number of very urgent financial needs of the University it would not be favorably inclined toward making a special appropriation of Mex. \$1,406.85 to care for this impending Department of Agriculture deficit. It seems to me that the procedure which will give us the best chance of meeting the situation will be for the field to include this item at the end of this fiscal year with any other special needs of the University which you would like to have cared for from any gain on exchange that may have accrued during the year. Just what prospect there will be for having the item cared for at that time is still too early to predict. I fear that in the meanwhile there is no way of our helping from this end with this impending financial problem in the Department of Agriculture.

Winst. Dr. Li 3/20/29

燕京大學

YENCHING UNIVERSITY

PEKING, CHINA

系 學 育 教
DEPARTMENT OF EDUCATION

Feb 3/20/29
YENCHING

February 19, 1929.

TRANSFER

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, New York.

My dear Mr. Garside:

President Stuart has placed in my hands your letter to him of January 5th, with enclosure, relative to application of Dr. Li Chen-nan for a position in the Department of Education here.

I have looked over Mr. Li's record with much interest, and apparently he is a well qualified man.

I have to report, however, that with a staff of six now in our Department, two of whom were added last year, we do not have any prospect of being able to enlarge the staff for the coming year. If the enlarged resources which we are anticipating should be available during the next few months, we might be prepared to add to the staff by the autumn of 1930. This prospect is, however, as you can understand, uncertain, and so I fear that we cannot make any definite offer to Dr. Li at this time. If the resources I have mentioned should materialize, and Dr. Li should be available at the time mentioned, we should be glad to consider his application. //

Very sincerely yours,

Howard S. Galt

Howard S. Galt,
Chairman.

HSG/a

1171

燕京大學

YENCHING UNIVERSITY

PEKING CHINA

DEPARTMENT OF EDUCATION

February 12, 1933.

TRANSFER

Mr. B. A. Garfield,
Yenching University,
130 Fifth Avenue,
New York City, New York.

Dear Mr. Garfield:

President Stuart has placed in my hands your letter to him of January 31st, with enclosure relative to application of Mr. Li Chen-han for a position in the Department of Education here.

I have looked over Mr. Li's record with much interest, and it certainly is a well qualified man.

I have to report, however, that with a staff of six now in our Department, two of whom were added last year, we do not have any prospect of being able to enlarge the staff for the coming year. If the enlarged resources which we are and which should be available during the next few months, we might be prepared to add to the staff by the autumn of 1933. This prospect is, however, as you can understand, uncertain, and as a result we cannot make any definite offer to Mr. Li at this time. If the resources I have mentioned should materialize, and Mr. Li should be available at the time mentioned, we should be glad to consider his application.

Very sincerely yours,

Howard S. Galt,
Chairman.

HSG

2711

Copy sent via Pacific

學大京燕

YENCHING UNIVERSITY
Peking China

19th

YENCHING

Office of the Treasurer
No. 2913.

February 19, 1929.

TRANSFER

ack. 3/25/29

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, N.Y.

Dear Mr. Garside:

Number of Drafts Sold

On February 12, we wrote you letter No. 2912. We reported sale of drafts without giving numbers. For your reference, I can now fill in the numbers:

| | |
|--------------------------------------|-------------|
| Draft sold February 5 for G\$6500.00 | was No. 891 |
| " " " " 4440.00 | " " 892 |
| " " " " 360.61 | " " 893 |
| " " " " 900.00 | " " 894 |

The last draft, No. 894, was sold to the Belgian Bank, and deposited on our gold account there. For purposes of your accounting, the rate can be set down at 2.192, and the returns l.c. \$1972.80. This was your authorization No. 2904, advice of January 7th.

Construction Bureau Accounts

I am enclosing herewith a copy of the balance sheet for Construction Bureau accounts for December 31st. I suppose this will be the last balance sheet in this form, for as we have already written you, it is our intention to close the accounts for a large number of the buildings already constructed, and thus issue a much abbreviated balance sheet.

New York Correspondence

Letters Concerning the Laura Spellman Rockefeller Memorial

I am glad to acknowledge the receipt of a copy of a letter of January 3rd to President Stuart from Revell McCallum, and also of a letter from Mr. Wannamaker, dated January 8th, to Mr. McCallum. These letters record the consolidation of the Laura Spellman Rockefeller Memorial with the Rockefeller foundation.

1173

No. 2913.

(2)

February 19, 1929.

Your letter of January 14th

This is a covering letter for accounts and trial balances already sent, and requires no comment.

Your letter of January 21st

This is a joint letter to President Stuart and myself. We were deeply interested in the copies of the minutes accompanying this letter, and your comments on the same.

We share with you deep regret at the shortage in the income from the Hall Estate endowment. It seems at this distance almost inexplicable that such a state of affairs should exist, but we suppose that there must be some reason. President Stuart is hopeful that some way may be found for making representations either to the Hall Estate Trustees, or to the Harvard-Yenching Institute, which may result in the restoration of at least part of this income. We sincerely hope that something of the kind can be done. You can readily understand that to make an extensive retrenchment in the expenses of this budget year at this date would be almost impossible.

We were glad to have the full information regarding the campaign receipts, and pledges. We note that the dates of payments of many of the pledges are deferred, and that the funds will come in very slowly. For this reason, we are not greatly surprised at the conservative position taken by the Committee regarding further expansion within the University and further building projects. My letter to you of February 7th was sent off, of course, much before this data was received. In view of the point of view expressed in these minutes, I presume that we cannot strongly hope for a favorable reply to our request in the letter of February 7th regarding funds for residences. We must, however, leave the matter to be dealt with by the Finance Committee on the merits of the case.

We note the action and your comments relative to a proposed comptroller for the University. Here, on the field, the work which you evidently have in mind for such an officer is divided between the Treasury and another office which we call the comptroller's office, of which Mr. S. J. Chuan is in charge. He is an admirable man for the position, and looks after practically all of the business side of the University administration, including a measure of oversight of the power plant operation. He has been somewhat dissatisfied, and has tried to resign, but I understand that President Stuart has persuaded him to continue his position another year. If he could be retained in that position, and if

1174

No. 2913.

(3)

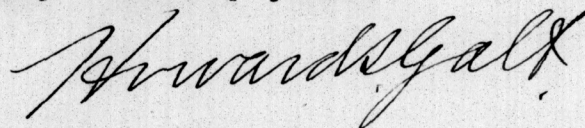
February 19, 1929.

a satisfactory man could be found for this acting treasurer's job, who could be associated with Mr. Tsai, I feel that the situation here would be pretty well met. It is true that President Stuart carries very heavy financial responsibilities, but these are due to conditions at the home end, as much as here on the field. I think we would agree with you that if exactly the right man could be found, it would be a great asset to put him in charge here, but the difficulty of finding a man with the right aptitudes, age, experience, acquaintance with Chinese conditions, and the Chinese language, it seems to me, is almost insuperable. These are my own random thoughts on the subject. I do not know just what President Stuart may be writing.

It is true that President Stuart is working under a constant strain, and his health is none too good. It is very hard to get him to admit that he is not in good condition, but every once in a while, he recognizes the necessity of taking a day or so off, by going to the Western Hills, or elsewhere. We are doing all we can to protect him, and hope that a breakdown in his health can be avoided.

We note in the minutes of one of the Finance Committee meetings, the letter from Mr. Hawkins regarding insurance. We appreciate very much this communication, and will have copies of it made for members of the Board of Managers Committee on Insurance, which has been dealing with this problem.

Very sincerely yours,



HOWARD S. GALT.
(Acting Treasurer)

HSG/A
Enc.

1175

February 19, 1933.

(3)

a satisfactory man could be found for this acting treasurer's job, who could be associated with Mr. East, I feel that the situation here would be pretty well met. It is true that President Stuart carries very heavy financial responsibilities, but these are due to conditions at the home end, as much as here on the field. I think we would agree with you that if exactly the right man could be found, it would be a great asset to put him in charge here, but the difficulty of finding a man with the right aptitudes, experience, acquaintance with Chinese conditions, and the Chinese language, it seems to me, is almost insuperable. These are my own random thoughts on the subject. I do not know what President Stuart may be writing.

It is true that President Stuart is working under a constant strain, and his health is more or less poor. It is very hard to get him to admit that he is not in good condition, but every once in a while, he recognizes the necessity of taking a day or so off, by going to the Western Hills, or elsewhere. We are doing all we can to protect him, and hope that a breakdown in his health can be avoided.

The note in the minutes of one of the Finance Committee meetings, the letter from Mr. Hawkins regarding insurance, etc. are available very much like communication, and will have copies of it made for members of the Board of Managers Committee as insurance, which has been dealing with this problem.

Very sincerely yours,



H. H. EAST
(Acting Treasurer)

ESS/A
enc.

RECEIVED
UNIVERSITIES
MAR 16 1933
JOINT OFFICE

1176

學大京燕
YENCHING UNIVERSITY
Peking China

Office of the Treasurer

February 21, 1929.

No. 2915.

TRANSFER

*Forwarded for
New York*

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, N.Y.

Dear Mr. Garside:

I am enclosing herewith two sets of copies of the Minutes of the Executive Committee of the Grounds and Buildings Committee for January 14, January 17, January 21, January 30, and February 18. I think only a few comments are in order.

Women's College Gymnasium.

In the minutes of nearly all of these meetings, you will find reference to the Women's College gymnasium plans. This situation has grown very complex, as you will realize from the interchange of cables and correspondence. On page 1 of the minutes of February 18, you will note in Vote 64, a reference to a joint meeting of the Committee with the Women's College faculty. This meeting took place yesterday. I understand that Miss Stahl will send a cable, and probably also write further regarding the matter. The action of the Women's College Faculty in favor of reducing the initial cost to \$60,000.00 and using the remainder as endowment was taken during the winter vacation, and was quite independent of discussion on this point with the Committee. Some of us felt that such action was perhaps not well considered, and might result in having to abandon entirely any plans which have hitherto been made. At the meeting yesterday, we referred again to the message in your cable received here February 5th, stating that "New plan is being drawn up and will be sent as soon as possible", and we assumed that such plan is probably now on the way. It was my thought that it might be well for the Women's College Faculty to wait until that plan is received here, before discussing the plans with New York further. I think, however, the women are now so agreed against the inclusion of a swimming pool that they will not wish to consider any plan which contains that feature. It was decided at the meeting yesterday that plans upon which Mr. Hildabrand and the Women's Committee have been working here should be sent to New York. I suppose that will be done soon.

1177

No. 2914.

(2)

February 21, 1929.

Mr. Hildabrand stated yesterday that as long as the width of the building remains undetermined, he can place order for structural steel for the roof trusses, and for other building materials, thus reducing the delay necessitated by the lack of satisfactory plans at this stage to the minimum.

The Scranton Loose Social Center.

Delay at this end in getting plans for such a structure on the island was due to slow work on the part of a Chinese architect who had been consulted. Mr. Hildabrand's office has been working on plans, and these are now being rushed, and we hope will reach you very soon. I think the President's office is also corresponding with you regarding this project.

Insurance.

In the minutes of the meeting for January 21st, you will note further statements regarding insurance. We are sorry to report a change of mind on the part of the insurance company which was about ready to take the risk for the Power House and machinery. The matter is still pending. In the meantime, we received in the minutes of your Finance Committee of January 11th, the copy of the letter from Mr. Hawkins of London on the subject of insurance, and that letter has been reported to the members of the Insurance Committee. Just what further outcome will be, we cannot state.

Auditorium Chairs.

You will note Vote No. 49 in the minutes of January 21st, authorizing a cable to New York for funds for the auditorium chairs. This cable was prepared by Mr. Hildabrand, and he reported to me later that your office had reported back that some word was unintelligible, and requested repetition of the word. Mr. Hildabrand had the matter in hand, and I hope that before this, it has been cleared up. The reason for the haste in the matter at this date was the realization on the part of the Committee preparing for the Formal Opening next autumn that the complete set of auditorium chairs should be in hand for that occasion, and also to the fact that Mr. Hildabrand felt strongly that the dry months of the early spring were the best months of the year to have the work done.

Practice School.

We are working as rapidly as possible on the plans for the Practice Schools, and hope to send them in soon.

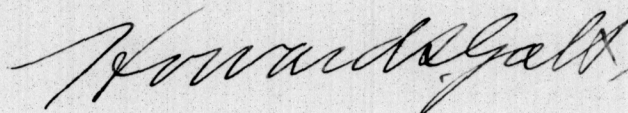
No. 2914.

(3)

February 21, 1929.

You will note that these are the Minutes of the Executive Committee only. This committee meets frequently, and has much business to deal with, but does not often reach final decisions, at least, on major projects, for such decisions are beyond its authority. The next regular meeting of the full committee is scheduled for February 28th, and after that date, there probably will be other important matters to report.

Very sincerely yours,



HOWARD S. GALT.

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February 21, 1929

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No. 2314

You will note that these are the Minutes of the Executive Committee only. This committee meets frequently and has much business to deal with, but does not often reach final decisions, at least on major projects, for such decisions are beyond its authority. The next regular meeting of the full committee is scheduled for February 28th and after that date, there probably will be other important matters to report.

Very sincerely yours,

HOWARD S. GALT

RECEIVED
UNIVERSITIES
MAR 25 1929
JOINT OFFICE

1180

INDEXED

YENCHING

TRANSFER

*see file
4/4/29*

Yenching University

February 21, 1929

09-2-21-2

Dr. Howard S. Galt,
Yenching University,
Peping, China.

My dear Dr. Galt:

I have taken up with one or two of the other members of the Yenching Finance Committee the request contained in your letter of January 17 for further funds for the Administration Building. They agree that under action F-2198 of the Finance Committee, passed on November 28, 1927, our office is authorized to send you the funds Mr. Hildabrand estimates are needed for expenditures during the next few months as follows:-

| | |
|---|--------------------|
| Stone cutters contract | Mex.\$1,200.00 |
| Painting contractor | 1,200.00 |
| Completion of ceiling of auditorium | 2,000.00 |
| Furniture for President's suite and other offices | 2,400.00 |
| Auditorium chairs | 4,500.00 |
| | <u>11,300.00</u> |
| Less balance in hands of Field Treasurer for this account on Dec. 24, 1928 | 2,145.93 |
| | <u>\$ 9,154.07</u> |

You are therefore authorized to draw at three days for a sum not to exceed Mex.\$9,200.00 to provide for meeting the further expenditures on the Bashford Administration Building as listed above. This is authorization #2911 and should be charged to account 26k. The above authorization is given with the understanding that the chairs for the auditorium will be purchased on the field. If it should be decided that the purchase of these chairs is to be made from New York please make a corresponding deduction in the amount you draw for expenditure on the field.

Very cordially yours,

BAG-H

CC: later mail

Miss Lane

1181

YENCHING

TRANSFER

see Hall - 4/4/29

Yenching University

February 21, 1929

G9-2-21-1

Dr. Howard S. Galt,
Yenching University,
Peking, China.

My dear Dr. Galt:

This will acknowledge receipt of your letters Nos. 2907 and 2908.

Number system for letters. We quite approve the proposal that both your office and ours undertake a system of numbering for our letters. We note the system you adopted for your office and feel that it will be quite helpful both in seeing that all letters reach us and provide easy reference.

Our office will be happy to institute a somewhat similar system of numbering our letters. After considering the proposition for a time, however, and talking with several of the others in the office, it appears that a system of consecutive numbers would be very difficult for us to follow. The letters that go from our office to you come from at least two different departments. Miss Lane prepares a great many letters dealing with minor financial details and occasionally someone else in the office is responsible for the preparation of a letter even though it actually bears my signature. Next week we will be having an Associate Secretary-Treasurer join our office force and the expectation is that he will take over more and more of the details of the financial work. You can easily see, therefore, that it would be quite a task for us to keep a serial list of all letters going to your office and to guard against omission or duplication. The system we are adopting therefore is somewhat different but I hope it will accomplish the same purpose. You will note that the number on this letter is G9-2-21-1 which means simply that the letter comes from my office and is written in the year 1929, second month, twenty-first day and is the first letter to you on this date. If I should write you a second letter today it would be numbered G9-2-21-2. If Miss Lane should write you a letter today it would be numbered L9-2-21-1. When Mr. Evans comes into the office we will have him use the letter "E" for his correspondence with you.

This system of numbering, I believe, will give easy reference and at the same time will show at a glance the one who prepared the letter, the date on which it was written and the number of letter of that day. The only disadvantage I see to using this particular system is that it does not give you an absolute indication that you have received all the letters sent you by our office during the year. I believe, however, that we have guarded against possible loss of letters in transit by the custom we have adopted of preparing duplicate copies of all important letters and sending a second copy to

2/21/29

you by a later mail. We will be glad to have your comments on this system of numbering.

Women's College budget. We are very much interested in the information you give us about the revision of the 1928-29 budget so as to make effective the readjustment outlined by the Yenching Women's College Committee minutes of the meeting of April 9, 1928. I am a bit mystified over the puzzle of why the Field Treasurer's office did not learn of this action until nine months after it was taken. Obviously we need a rather radical revision of procedure at this point. The way the matter was handled at this end was about as follows. At the April 9th meeting of the Yenching College for Women with Dr. Stuart and one or two other members of the Board of Trustees present, the Committee took the action quoted on page 2 of your letter whereby the administrative expense of the office of the Yenching College for Women is added to the administrative expense of the University as a whole and one-fifth of this total is charged against the Women's College. The minutes of the meeting of the Yenching College for Women did not come formally before the Board of Trustees for approval until November 16, 1928. This is one of the disadvantages of the present arrangement of the Women's College Committee and Board of Trustees meetings. The Women's College Committee usually meets the day before the Board of Trustees meetings. It has not been possible, therefore, to have the minutes of the Women's College Committee meeting in the hands of the Board of Trustees for their approval the next day. As a result, formal approval of the minutes usually waits over for six months or ~~over~~ until the autumn meeting of the Board of Trustees. In order to provide for the prompt clearance of important matters acted on by the Women's College Committee, some representative of that Committee is always asked by the Board of Trustees to report on matters which the Trustees should consider. At the Trustees meeting on April 10, 1928 the representative ^{of the} Women's College Committee ~~already~~ reported on a number of important ^{matters} which were considered and acted upon by the Trustees. This particular matter was, however, not brought up. Formal approval on this particular action was therefore taken by the Trustees on November 16, 1928 and copies of the minutes of that meeting were forwarded to the field for your information.

The gap in this procedure appears to have been, therefore, that the field authorities of the University, responsible for working out the 1928-29 budget and later responsible for the revision which you propose under date of October 1st, had received no word of this action by the Women's College Committee. We have gone on the assumption that the proper officers of the Yenching College Committee have communicated to the proper person on the field all actions of the Committee which are of interest to the field and that, after these communications have arrived in Peking, the facts contained in them have been given to everyone on the campus who should have this information. As far as my technical responsibilities as Secretary of the Board of Trustees are concerned, I have no right to give formal recognition to the actions of the Women's College Committee until the Board of Trustees have given ~~the~~ their approval. I quite recognize that, as a practical proposition, we ought to keep the field informed of matters that have been decided or are in process of clearance, even though technically I have not been instructed to do so. In this particular instance I had supposed that you and Miss Boynton, and whatever Committees at Yenching are concerned in this readjustment of the Women's College share in the administrative expenses, had long ago gotten together and worked out the details to everyone's satisfaction.

2/21, 1929

As the matter stands now, this is one of the questions which the Budget Committee must consider in passing on the 1928-29 budget as revised on October 1st. I have already distributed to the members of the Budget Committee general information regarding the proposed provisions and have made suggestions for a meeting of the Committee. This is one of the points we must clear up in some way when the Committee gets together. It is probable that they will have to make a recommendation to the Finance Committee, and possibly even to the Board of Trustees, before any final settlement can be reached. ~~Take~~ William Hung's Salary. What you say with regard to Mr. Hung's salary leads me to fear that there is a joker very neatly hidden in the October 1st revision of the 1928-29 budget. I thought I had studied over the changes proposed rather carefully but I confess this particular item did not catch my attention until you mentioned it. You will remember that the budget as officially approved by the Board of Trustees on April 10, 1928 does include Mr. Hung's salary as one of the regular budget expenditures. Under the Department of History, #315.10, we find the item, "William Hung 5/6, Mex.\$2,900.00". Under the Department of Church History #322.1, we find the item "William Hung 1/6, Mex.\$580.00. Therefore, the Board of Trustees, in obligating themselves to send to the field the Mex.\$204,180.50 itemized in my letter of August 28th, assumed responsibility for Mr. Hung's salary. At the time my letter of August 28th was written I did not have full information as to certain individual contributions since received for Mr. Hung's support. You will remember, however, that my letter showed that the sum of \$4,410.24 of the amount assumed by the Trustees was not yet in sight and that the Trustees obligated themselves to find this amount from resources still unknown. On page 4 of my letter I stated "I know of no anticipated gifts for the current budget in addition to those listed above. If any such gifts come in they will be entered in account 136 and will be disbursed from that account. In general such gifts will be applied toward the balance of \$4,410.24 which the Trustees must secure to balance the budget. Should you find that any such gifts are not, in your judgment, properly assignable to that balance to be raised, please call our attention to such a case as soon as we report it to you."

During the past few weeks we have sent you special remittances in account 136 amounting to \$1,800.00 covering the following contributions designated for William Hung's salary:

| | |
|---------------|----------|
| Miss Lasall | \$600.00 |
| Miss Haines | 800.00 |
| Miss MacLeish | 600.00 |

It has been our feeling that these contributions belong properly in account 136 as applying on the \$4,410.24, income still to be secured.

In our further study of the October 1st revision of the 1928-29 budget we shall have to take into account the fact that this salary has not been included among the details of expenditure. If the budget should be adopted as presented it would, of course, mean that the Trustees would not only have to provide the amount for which they have obligated themselves in the past, but would also have to send this salary in addition.

Funds for the Administration Building. We are very glad to meet

Dr. Galt-4

2/21/29

the request of the Construction Bureau for the additional funds Mr. Hilda-
brand estimates he will need for the Administration . I am sending this
authorization in a separate letter of this same date.

Very cordially yours,

BAG-H

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YENCHING

Ack

學大京燕

YENCHING UNIVERSITY
Peping China

February 21, 1929.

Office of the Treasurer
No. 2914.

Mr. B. A. Garside,
Yenching University,
150 Fifth Avenue,
New York City, N.Y.

*Answered
4/20/29*

TRANSFER

Dear Mr. Garside:

Since writing your letter No. 2913 on February 13th, we have received a number of letters which will be acknowledged below.

Your letter of January 18th

With this were enclosed checks for \$460.00 and \$600.00 duly received. With regard to the second check, this remittance from you serves to answer my inquiry on page 2 of letter No. 2908, in which we inquired as to the method of dealing with the William Hung salary account. We now understand that you will send all of the remittances to the field, and accordingly, it will be in order for you to charge the payments to account No. 31.

Your letter of January 25th

*Ordered
to
Smith*

In this letter, you make inquiry about a possible order for silverware for the President's residence, connected with an inquiry from Mrs. Meade. I have talked over the telephone with Mrs. Meade, and she reports that she wrote to Mr. Meade's sister, asking that certain information about silverware be received. She says further that the Committee is not yet ready to place an order. I have reminded her that an order will have to be visaed by this office before any bills can be paid by the New York office, and she says that her Committee will be guided by that understanding, so of this, you probably will be advised later.

Note

Your 1st letter of January 28th

no

This is the usual authorization for us to draw on March 1st, and has reached us in good time.

No. 2914

-2-

February 21, 1929

Your second letter of January 28th

The only comment called for concerns the paragraph at the bottom of page 1, dealing with the item of l.c.\$8,053.28 on the Library account. I will take that item up with Mr. Beddow when he comes again to the office.

Your third letter of January 28th

We find this letter very interesting as clearing up the misunderstanding with regard to the "Model School Practice Teaching House." I will send this letter to Miss Stahl, acting Dean of the Women's College, for her information.

Letter to the Donor of an Anonymous
Scholarship.

The enclosed letter, addressed by one of our students, the recipient of this scholarship, to the donor, has been handed me by Mr. Tsai, who is in charge of these scholarships. Mr. Tsai states that the scholarship referred to is that discussed in your letter of April 19th, 1928, addressed to Mr. Wiant. The name of the donor is evidently Mr. Allen D. Wallis. We will be grateful if you will send this letter to Mr. Wallis.

Order Placed by the Construction Bureau
with Bocker and Company

Mr. Hildabrand has placed in my hands copies of letters dated February 14th to Messrs. Bocker and Company, Seattle, and to yourself, relative to an order for goods estimated to cost between G\$1500 and \$1600. I am writing to give you the authorization of our Treasurer's office to meet the bill for these goods when reported to you by Bocker and Company, and charge the same to the Construction Bureau accounts.

Very sincerely yours,

Howard S. Galt

HOWARD S. GALT,
(Acting Treasurer)

Enc.

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order by Helen

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February 21, 1929

-3-

1929

Your second letter of January 24th

The only comment called for concerns the correction of the copy of page 1, dealing with the item of \$1,000.00 on the library account. I will take that item up with Mr. Bader who he comes again to the office.

Your third letter of January 24th

I find this letter very interesting as explaining the misunderstanding with regard to the "Model School Practice Teaching House." I will send this letter to Miss Stahl, acting Dean of the Women's College, for her information.

Letter to the Dean of an Anonymous Scholarship.

The enclosed letter, addressed by one of our students, the recipient of this scholarship, to the donor, has been handed me by Mr. Tait, who is in charge of these scholarships. Mr. Tait states that the scholarship referred to is that discussed in your letter of April 11, 1928, addressed to Mr. Tait. The name of the donor is evidently Mr. Allan D. Wallis. We will be grateful if you will send this letter to Mr. Wallis.

Order placed by the Construction Bureau with Becker and Company

Mr. Willstrand has placed in my hands copies of letters dated February 14th to Messrs. Becker and Company, Seattle, and to yourself, relative to an order for books estimated to cost between \$1500 and \$2000. I am writing to have you see another edition of our Treasurer's office to meet the bill for these books when reported to you by Becker and Company, and charge the same to the Construction Bureau account.

Very sincerely yours,

HOWARD E. GALT
(Acting Treasurer)

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MAR 25 1929
UNIVERSITY

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