

The Board of Managers of the Messiah Bible School and Messiah Training Home met in the reception room of the School Building on Thursday May 31, 1912, with Hess, Eld. J.N. Engle, Zercher, Musser, and E.M. Engle, present.

The meeting opened with prayer.

The election of the Faculty for the coming School year was considered;

Resolved, that Hess, Neisley, and Zercher, constitute a committee to meet the teaching force to make definite arrangements for their engagement for the year.

Eld. S.R. Smith, was elected President, and Eld. E.H. Hess, Vice-President of the Faculty, on the same terms as in the previous year.

Bro. P.J. Wiebe ^{elected} was a member of the Faculty, at \$50.00, per calendar month for nine months, and is to have boarding at \$2.50 per week per individual, and a reduction of 10 percent for room rent.

Sr. Edna Booser was elected a member of the Faculty at a salary of \$45.00, per calendar mo. for nine calendar months, with boarding at \$2.75, per week and regular fixed room rent.

Bro. John Climenbaga was elected a member of the Faculty at \$40.00, per calendar mo. for nine months (calendar), with boarding and room rent at regular fixed rates. And in the event of taking up voice culture 1/2 the earnings

shall revert to him.

Sr. Barbara W. Musser was elected a member of the Faculty, and shall receive compensation at \$1.00, per week per period she teaches.

A motion presented by Eld. J. N. Engle seconded that by Ezra Zercher Eld. S. R. Smith, Pres. be encouraged to make a visit throughout the Brotherhood to make a general effort to solicit in the interest of the School and school effort, carried.

The Board of Managers met in the reception room of the School Building at 1:30 P.M. June 18, 1912. Members present: Hess, Neisley, Zercher, and Engle. Meeting opened with prayer led by Eld. J.B. Neisley.

The following was adopted:

(1)- Whereas H.L. Smith and his wife, Katie Smith, stand accepted as Foreign Missionary workers of the church, ready to move out upon the call and direction of the F.M. Board, and, Whereas it appears that said call may be made during the ensuing School year, 1912-13, thus making H.L. Smith's engagement with the School for the entire school year impossible. Be it resolved, that H.L. Smith be re-elected a member of the Faculty, for the Fall and Winter Term at a salary of \$45 per calendar month. And, Resolved that his wife, Katie Smith, shall receive from the School the concession due prospective missionaries.

(2)- Resolved that Joseph Smith be elected a member of the Faculty, and shall receive for compensation at the rate of \$1.00 per week per subject he teaches. Physical culture at specially fixed rate.

(3)- Decided that the matron shall be paid \$4.00 per week for the summer school term, ^{and} \$3.00 per week for the summer vacation period. Also decided, that Ruth Hoffman, as assistant to the matron, shall receive \$1.00 per week over and above her boarding.

(4)- Whereas the teacher's work in connection with teaching penmanship, and Physical culture does not require as much of his time as is required when papers must be carefully examined. Resolved that the compensation for said periods be fixed at a rate commensurate with the amount of work required as compared to a subject requiring the grading of papers, etc., outside of regular class periods.

At a special meeting of the Board at the home of Eli M. Engle, Mt. Joy, Pa., July 20, 1912, a quorum of the Board, consisting of the following members: Hess, Musser, Zercher, and Engle being present, the following was considered and adopted:

(1)- Whereas a petition, from the Secretary of the Faculty, requesting the Board to take action in the Election of an instructor in Penmanship and Hall Teacher for the ensuing school year, is presented; Therefore resolved that Ira J. Zercher be elected to serve as instructor in Penmanship and Hall Teacher for the ensuing School year, under the same conditions named for others, who have been elected as instructors for class periods.

The Board of Managers met in the reception room of the School Building Sept. 5, 1912 at 1 P.M. with Hess, Neisley, Zercher, Musser, and Engle present.

Opened with prayer.

(1)- Resolved that Earl Bossart of Pelham District, Ont. be advised to come on to the School upon his own obligation, and that the Board will give him credit for several terms, with the condition that his case be taken up with the Home Mission Board.

(2)- Whereas, Benj. Moran Of Des Moines, Iowa has presented himself for consideration as a charitable student, and Whereas, said Benj. Moran is not a member of the Brethren in Christ church, and Whereas, conflicting reports relative to his personal character have come before the Board, therefore Resolved, that under existing conditions he cannot be admitted to receive any charitable consideration of the School at this time, and Resolved that the secretary correspond with Eld. J.R. Zook relative to the case.

(3)- Whereas H.L. Smith and wife, Katie Smith, stand accepted as foreign missionaries, and Whereas, concessions from the School are due to all such, who come with proper credentials from the Foreign Board, Resolved therefore that said H.L. and Katie Smith shall have the two rooms, nos. 17 and 19, on the first floor at \$1.25 pr. week without charge for light, and fuel; with boarding at \$2.50 pr. week pr. individual. And, Resolved, that the salary of \$45 pr. month as ordered in the meeting of the Board,

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on June 18, 1912 shall be paid on a basis of teaching four subjects, not including the missionary topic or subject. And, resolved that the work of the Bible topic cannot at this time be definitely defined, but shall be arranged by the Faculty, pending the approval of the Board at the October meeting.

(4)- Resolved that students, wishing to paper their rooms, shall have the privilege of doing so, and shall receive for the same a reduction of two weeks room rent per single person per *selected* room, papers shall have the approval of the Faculty.

Adjournment. To meet on first Thursday of October.

Eli M. Engle, Sec.

/ARE

The Board of Managers met at 1 P.M. Oct. 3, with Hess, Niesley, Zercher, and Engle present. Meeting opened with prayer led by Eld. J.B. Neisley.

The condition of the School and work being inquired into and duly discussed, the following was considered and adopted:

(1). Inasmuch that there is no record of a minute relative to Sr. Emma Kieffer's engagement as assistant to the matron; Therefore resolved, That she be reemployed in said capacity for this school year at \$3.50 per week.

And resolved, That Ruth Hoffman shall receive \$1.50 per week for her services, during the Fall Term.

(2). Inasmuch, as the floor of the Dining Room will require covering of some sort; Resolved that one of the Mt. Joy members of the Board inquire into the prices of linoleum or inlaid, and Resolved, that if a desirable piece can be secured for a price, that in his judgement will seem right, he be authorized to make the purchase. The piece required should be 9 by 22 ft.

(3) Resolved, That Ira J. Zercher's resignation as teacher of penmanship be accepted, and Asa Climenhaga be elected as teacher of said branch for this school year.

(4). Resolved that the Board hereby recall the decision of Sept. 5, in reference to paying a student two weeks room rent for room papering, and adopt the following: That the Management will pay half of the cost of paper and floor stain, said expense not to

exceed \$2.50 for paper, or \$3.50 for paper and floor stain per room.

(5)- Whereas the faculty suggests that the annual Bible Term be held two or threeweeks earlier than announced in the catalogue; Therefore resolved that th e Board of Managers concede to the change suggested..

(6)- Whereas there has been repeated request for the opening of a Model School, and whereas it is required that students taking the Pedagogical Courses shall have some practice in teaching before graduation, therefore resolved that the Faculty shall make an effort to establish a Model School at the earliest possible day. And, Resolved that the charges for tuition shall be sufficient to cover thecost of teaching, and the furnishing of supplies, not including permanent furniture as desks, black-boards, etc.

Adjournment.

Eli M. Engle, Sec.

/ARE

Grantham, Pa., November 7, 1912.

The Board of Managers met in the reception room of the School Building at 1.30 P. M. November 7, 1912, with Abram Hess, John Nissly, Ezra Zercher, A. B. Musser and E. M. Engle present. ^{members}

Opened with prayer.

The minutes of the past meeting were then read and approved. The following business was transacted:

1. Pursuant to Art. 2, (Minutes of Board October 5, 1912)

A piece of ~~the~~ inlaid linoleum for the floor of the kitchen room, **has** been purchased and laid; Brother Ezra Zercher presents a bill for \$12.75 for the purchase.

Bill approved and handed to Secretary of Faculty for settlement.

2. A motion to defer the consideration of a reduction on board for Ada M. Hess as a Missionary student, until this Board confer with the Foreign Mission Board, was carried.

3. In compliance with Art. 6, (Minutes Oct. 5) A model school with an enrollment of ten pupils was satisfactorily opened in the basement of this building.

4. Whereas, the room in the basement is not suitable for the Model School; therefore,

Resolved, that class room number 3 be used for the Model School; and,

Resolved, that class room number 1 in the rear of the chapel be used for a Library and Museum; and,

Resolved, that the present Library room be used for class room purposes.

Motion by Musser, seconded by Zercher to sustain above resolutions carried.

- (5) Motion of Zercher, seconded by Engle, Resolved that S. R. Smith, E. H. Hess and A. B. Musser constitute a committee to properly equip room No. 1 for Museum and Library purposes;
- (6) Resolved, that a loan of Three Hundred (\$300) for forty (40) days for the maintenance fund be made, same to be ready until Wednesday, November 13th.

Adjournment.

Secretary.

Grantham, Pa., December 5, 1912.

The Board of Managers met in the reception room of the school building at 10.30 a. m. December 5th, 1912, with ~~Emm~~^{Edw} W. Hess, John Nissly, Ezra Zercher, A. B. Musser and Eli M. Engle present. Opened with prayer led by the chairman.

The following business was transacted:

(1) A petition calling for a re-arrangement of the furniture in the upstairs toilet in the gentlemen's hall, signed by twelve of the gentlemen students was presented: Motion by Musser and Zercher that S. R. Smith be authorized to see that said arrangement be made, was carried.

(2) Also resolved, that S. R. Smith be authorized to have the plastering of ceiling of the downstairs toilet, together with plastering of the stairway, repaired, and the side walls of the stairway painted to height of about five feet from washboard, and the transom lights painted or covered with some shading paper.

(3) Whereas, the Secretary of the Faculty has presented a report informing the Board of the resignation of Emma Keefer as assistant Matron, and the temporary employment of Sister Mary Hoffman and her daughter, Ruth, at \$2.50 for Ruth and \$1.00 for Sr. Hoffman per week;

Resolved, therefore, that the report, with Emma Keefer's resignation, and Sr. Hoffman and Ruth's employment, as presented by the Secretary, E. H. Hess, be accepted and approved by the Board.

(4) Resolved, that all students taking up studies with the express purpose of entering into Ministerial or Missionary work, shall be entitled to a reduction of 10% on tuition.

(5) Resolved, that Asa Climenhaga be elected teacher in Drawing for winter term 1912-13, and shall receive compensation at \$1.00 per week for services, the same rate that has been fixed for instruction in other periods.

Adjournment.

Secretary.

Grantham, Pa., Jan. 9, 1913

At a joint meeting of the Board of Trustees and Board of Managers in the reception room of the school building, at 8.30 A. M. January 9th, 1913, the following was considered and adopted:

By ballot unanimously decided to allow all rentals accruing from the use of rooms in the school building, both by students and members of the faculty, to remain under the control of the maintenance fund, during the present school year.

Whereas, the question of disposing of the property at 46 North Twelfth street, Harrisburg, Penna., conveyed by deed of title dated September 10, 1910, by S. R. Smith to Messiah Bible School and Missionary Training Home, Inc.; and,

Whereas, the question of disposing of the aforesaid property at a sum not less than \$5,000.-- the proceeds of such sale to be used towards the liquidating of the indebtedness on the property of the Messiah Bible School and Missionary Training Home at Grantham, Cumberland County Penna., was considered; therefore,

Resolved, that at this joint meeting of the Board of Trustees and Board of Managers of the Messiah Bible School this 9th day of January, 1913, with J. R. Zook, Pres.; A. Z. Hess, V. Pres.; A. B. Musser, Treas'r.; Eli M. Engle, Sec'y; and J. B. Neisley, members of the Board of Managers present; and J. D. Wingert, Vice Pres.; Aaron Booser, Sec'y; A. B. Musser, Treas'r, and D. W. Heise and Isaac Shockey represented by C. O. Musser, members of the Board of Trustees present, that the aforesaid property No. 46 North 12th St., Harrisburg, Penna., granted and conveyed by S. R. Smith on September 10th, 1910, to the Messiah Bible School and Missionary Training Home, Inc., shall be offered for sale

at a sum not less than \$5,000., the proceeds of which shall be used for the purpose of liquidating the indebtedness of the Messiah Bible School and Missionary Training Home at Grantham, Cumberland County, Penna., as far as such proceeds shall cover.

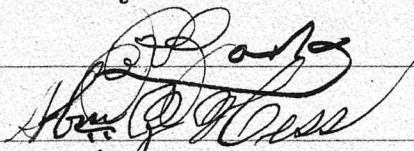
RESOLVED, by the Board of Managers and Board of Trustees of the The Messiah Bible School and Missionary Training Home, Harrisburg, Pennsylvania, that the property owned by it, known as No. 46 North Twelfth street, Harrisburg, Penna., being the same premises conveyed to it by Samuel R. Smith and wife by deed dated September 1st, 1910, be and the same is hereby authorized to be sold and conveyed to the said Samuel R. Smith by general warranty fee simple deed, for a sum not less than five thousand dollars; and,

RESOLVED, that the President and Secretary of the Board of Trustees be and they are hereby authorized and directed to execute and deliver the deed necessary to effect said transfer; and,

RESOLVED, that H. B. Hoffer is hereby constituted and appointed the attorney to acknowledge said deed as the corporate act and deed of this corporation according to law; and,

RESOLVED, that the proceeds of said sale shall be used for the purpose of liquidating the indebtedness of this corporation at Grantham, Cumberland County, Pennsylvania.

Attested to by


H. B. Hoffer
E. M. Engle
A. B. Cruser

Pres.

V. Pres.

Sec'y.

Treas'r.

Grantham, Pa., January 9, 1913.

The Board of Managers met in regular monthly session at the school building, on the forenoon of January 9th, 1913, with the following members present, Zook, Hess, Neisley, Engle and Musser.

The following business was transacted:

(1) Whereas, The Board of Trustees have called attention to objections raised to the use of the titles, 'Prof., Mr., Mrs., and Miss,' in connection with articles published in the Evangelical Visitor, also in public service programs, etc.,

Be it therefore, resolved, that we recommend that the use of said titles be eliminated from all articles published in the Evangelical Visitor, and also in public service programs, etc., as far as practicable.

(2) Resolved, that the floors of the halls and recitation rooms shall be oiled.

(3) Resolved, that Brethren moving to Grantham, from other states with the express purpose of sending their children to the school, shall be entitled to all the privileges specified in the catalogue for the school year 1912-13, in respect to discounts on tuition.

(4) Moved by Hess, seconded by Musser, that Sr. Ada M. Hess be engaged as instructor in arithmetic for this present school year, under the same terms, that other tutors and instructors are employed. Motion carried.

(5) Resolved, that students shall pay at the rate of \$2.50 for the use of type writers, and \$ 1.50 for chemicals and apparatus, per term.

(6) Resolved, that the treasurer shall pay to Elder S. R. Smith, \$5.00 per month for light for this school year.

Adjournment.

Grantham, Pa., February 6, 1913

The Board of Managers of the Messiah Bible School met in the reception room of the school building at 1.30 p. m., February 6, 1913, with Hess, Neisley, Zercher, Engle and Musser present.

Opened with prayer led by J. B. Neisley.

The following was adopted:

(1) Resolved that S. R. Smith, Pres. of the Faculty be authorized to ~~negotiate~~ for the proper teaching force for the coming school year. Such ~~negotiations~~ subject to the approval of the incoming Board of Managers.

(2) Whereas, the question of the adoption of an agricultural course was considered, therefore,

Resolved, that the President, and Vice President of the Faculty be requested to outline such a course, to be considered and acted upon at the next monthly meeting.

(3) Whereas, Virgie Lehman contemplates taking a course of studies at the school, and W

Whereas, her finances are insufficient to meet the necessary expenses, and

Whereas she desires to work to help to meet such expenses, therefore,

Resolved, that so far as practicable and as the need may require, that work in the kitchen, etc. be given her at the rate of ten cents per hour, and

Resolved that the expense she is not able thus to meet, that the management accept her note properly endorsed for the balance of said expenses. The first Fifty Dollars to be loaned her out of the students' aid fund at 4% per annum, the

balance at the regular negotiable rate of 6% per annum.

(4) On motion of A. B. Musser, seconded by J. B. Neisley, resolved that day students who have a walk of one or more miles to and from school, shall be exempt from physical culture if they so desire.

Adjourned to meet the first Thursday in March.

Secretary.

Grantham, Pa., April 3, 1913.

The Board of Managers met in the Reception room of the school building, Thursday, 10.20 A. M. April 3, 1913, with Hess, Neisley Zercher and Engle present.

Opened with prayer led by J. B. Neisley.

The minutes of the previous meeting were read and approved.

The following was considered and adopted:

(1) On motion by Engle by Engle and Zercher Art. 4. on minutes of meeting February 6, was reconsidered, and shall read, - "That students who have a walk of one and one-half miles or more, to and from school, shall be exempt from physical culture of they so desire.

(2) Whereas, there are a number of texts needed for the various Bible subjects offered in the Bible and Missionary courses, and science books in the general courses; and,

Whereas, the selection of the best texts extant for the different subjects is quite difficult; therefore,

Resolved, that a committee of five be appointed for the work of examination and selection, said committee to be ready to report not later than September 1st.

Resolution carried.

The following brethren shall constitute the committee.

Elder S. R. Smith, Elder Enos H. Hess, Bishop C. N. Hostetter, Elder Geo. Detweiler and Eli M. Engle.

(3) Resolved that the Secretary of the Faculty be authorized to secure Anatomical charts, etc., for the use of the school, on condition that J. A. Climenhaga's proposed donation ^{of Five Dollars} shall be accepted.

(4) The financial report of the school year up to the opening of the spring term was read by the secretary of the faculty, showing an approximate net balance of \$100.00. The report was approved.

(5) Resolved that an agricultural course as outlined by the President and Vice President of the faculty be adopted.

(6) Resolved that tuition for the various courses be as follows:

Preparatory course,	75¢ per week.
General courses,	\$1.00
Bible and Missionary Course,	90¢ per week.
Library fee,	50¢ per term.
Key deposit,	25¢ per term.

(7) Resolved that a library fee of 50¢ per term shall be charged each student, pending the approval of the selection of certain periodicals that shall be taken for the school.

(8) Resolved, that upon the request of P. J. Wiebe, he be granted a year's leave of absence to pursue advanced studies.

(9) Resolved, that H. L. Smith be retained as a member of the Faculty, and listed as such, upon leave of absence as Missionary to India.

Grantham, Pa., April 9, 1913.

The Managing Board met in special session in the school building at 6.15 P. M. April 9th, 1913, with Hess, Neisley, Zercher, Musser and Engle present.

The following was adopted:

Whereas, the present Board of Managers anticipate changes in the election of Managers by Conference of 1913; and,

Whereas, the engagement of a competent corp of teachers who shall constitute the Faculty has in the past proven to be quite a task; and,

Whereas, the best instructors invariably are early sought after; therefore,

Resolved, that in order to expedite the work of engaging the teaching force for the coming school year, we recommend to the incoming Board of Managers the following teaching force on the terms and conditions specified in the recommendations;

We recommend that Bishop S. R. Smith be retained as President of the Faculty.

Elder Enos H. Hess as Vice President, at a salary of \$600. per year.

Sr. Edna Booser as a member of the Faculty at \$40. per school month of four weeks for a period of 10 months, with the condition that the school may require from her one week of canvassing or general work of the school, if necessary.

Bro. J. A. Climenhaga as a member of the Faculty at \$37.50 per school month of four weeks for a period of 10 months for teaching four subjects inclusive of a daily Bible subject, and exclusive of all music subjects, and shall ^{receive} ~~secure~~ 50% of tuition

from voice culture classes, with the further condition that the school may require from him one week of canvassing or general work of the school, if necessary, and shall not be charged for any subject regularly taught in the courses he may desire to take up.

Bro. Asa Climenhaga as a member of the faculty at \$20. per month of four weeks for a period of 10 months for teaching four subjects, inclusive of Bible Biography, and shall be charged tuition in proportion to the number of subjects he wishes to take up, if three, $\frac{1}{2}$, if four $\frac{2}{3}$, regular rates, with the further condition that the school may require one week's work at canvassing or general work of the school, if necessary.

Bro. Joseph Smith as a member of the Faculty, for teaching three subjects, at \$1.50 per week per subject, physical culture and model school work at 75¢ on basis of five periods per week.

Sr. Clara E. Hoffman as a member of the faculty on the same terms as heretofore.

Sr. Barbara W. Musser as a member of the faculty at \$32.50 per month of four weeks for a period of 10 months for teaching not less than six subjects, seven, if necessary. One week's work canvassing or general work for the school may be required.

Sr. Emma Climenhaga as a member of the Faculty for teaching three subjects at \$1.50 per week per subject. Physical culture and model school work at 75¢ on basis of five periods per week.

Adjourned.

Eli M. Engle, Secretary.

Grantham, Pa., May 1, 1913.

The Board of Managers met in regular session on Thursday, May 1st., with Hess, Neisley, Zercher, Musser and Engle present.

Opened with prayer led by Bro. E. H. Zercher. The minutes of the previous meeting were read and approved.

(1) Moved by Musser, seconded by Zercher that a letter shall be written to Joy Sircar presenting an itemized bill of his indebtedness to the school, and demanding immediate settlement.

Motion carried.

(2) Moved by Musser, and Zercher that E. H. Hess be authorized to see at once that the cess pool be closed with a concrete cover, the gutter leading to the creek from the pool be filled in, and also see that a drainage be constructed from the arch cellar and for the waste from the pump, together with a concrete pump bed.

Motion carried.

(3) Resolved that we give Sr. Emma Wingert \$3.50 per week for services as matron and the use of a second room for reception purposes for herself and workers, she to have first privileges.

(4) Whereas Sr. Wingert has not consented to accept the terms proffered her by the Board; therefore,

Be it Resolved, that the President and Vice President of the Faculty, together with Bro. Musser be authorized to arrange for fully with Sr. Wingert as matron if possible, and if satisfactory not possible, they shall be authorized to secure the services of someone ~~like~~ other competent person as matron.

(5) Moved by Musser, seconded by Zercher that Elders S. R. Smith and E. H. Hess be authorized to provide more efficient fire protection for the building.

Motion carried.

Eli M. Engle, Sec'y.

Grantham, Pa., June 5, 1913

The Board of Managers met in regular monthly session at 1.00 P. M. June 5, 1913, in the reception room of the school building, with A. Z. Hess, E. H. Zercher, H. C. Shank, A. B. Musser and Eli M. Engle present.

Meeting was opened with prayer, led by Bro. H. C. Shank.

1) Motion by Engle and Zercher to accept the recommendation and conditions presented by the previous Board of Managers as adopted at their meeting held April 9th, pertaining to the engagement of the Faculty for the school year 1913 and 1914, carried.

(2) Art. 2, on the minutes of the meeting held on May 1st has in part been complied with, pertaining to the closing of the cess pool and gutter leading to the creek. E. H. Hess, Sec'y, reports an expense item of \$16. for the same.

(3) Art. 1, 3, 4 & 5, on minutes of meeting of May 1st reported not carried into effect.

(4) Resolved that when two students occupy the same room, a reduction of 25% on light and fuel be granted them. Adopted.

(5) Resolved that the secretary of the faculty be authorized to select an additional ~~typ~~ typewriter of another make than the one now used by the school.

(6) Resolution to be drawn by Bro. S. R. Smith, President of the Faculty, ready to be presented for criticism, approval and adoption by the time of the Commencement exercises.

Adjourned.

Secretary.

Grantham, Pa., June 5, 1913

The Board of Managers and the Board of Trustees met in joint session at 2.30 P. M. with Hoffer, Wingert, Musser, Booser of the Board of Trustees, and Hess, Zercher, Shank and Engle of the Board of Managers present.

Ass't Chairman, A. Z. Hess, of the Board of Managers presided.

(1) On motion decided that the members of both Boards view the third floor of the school building in order to determine what may be required to complete the same for school purposes.

(2) Whereas, the Board of Trustees does not constitute a quorum sufficiently strong to do business, therefore,

Resolved, that Bishop Jonathan Wert act as a member of the Board of Trustees for this meeting.

(3) Moved by Musser, seconded by J. D. Wingert, that the plastering on the entire third floor be finished, and complete the rooms for dormitory purposes on the main wing of the building, during this summer vacation period.

(4) Moved by Musser and Booser that the expense of finishing the third floor shall be paid by the treasurer of the Board of Managers, out of the funds at his disposal. Motion carried.

(5) Moved by Engle and Hoffer that the sub-treasurer of the Board of Managers be authorized to secure a loan sufficient to finish the third floor, as outlined in the above motion, together with additional bath room, toilet furniture that may be needed, not above mentioned, said loan to be used to replenish the fund at the disposition of the Board of Managers. Motion unanimously carried.

(6) Moved by Hoffer and Zercher that A. B. Musser, J. D. Wingert and E. H. Hess constitute aca committee to complete the building as above stated. Motion carried.

Adjourned to meet at the call of the Chairman.

Grantham, Pa., January 30th, 1914

A joint meeting of the Trustees and Managers was held at the Messiah Bible School, January 30th, 1914, at one p. m. with Bros. Hoffer, C. N. Hostetter representing J. D. Wingert, A. Booser, A. B. Musser, of the Board of Trustees, and ~~A~~ Z. Hess, J. N. Engle, H. Shank, Ezra Zercher and Eli M. Engle of the Board of Managers, present.

The following resolutions and preambles were adopted:

Whereas, the question of the liquidation of the indebtedness incurred by the erection of the school building at Grantham, and now being borne by the Trustees, seriously confronts us; and,

Whereas, ^{In} The Articles of Incorporation under which the Messiah Bible School is incorporated, it is clearly shown that the school is separate from the Incorporation of the Brethren in Christ ^{Church,} and hence the Church through General Conference can be under no legal obligation to meet said indebtedness, or to provide for the maintenance of the school; and,

Whereas, the adoption of a plan of proportionate allotment of said indebtedness to the various districts in the Brotherhood appears feasible; therefore,

Resolved, That Brother S. R. Smith, in co-operation with the Secretaries of both Boards formulate a set of preambles properly defined in presenting to General Conference the legal inter-relation between the School and Church, with a recommendation to General Conference to recommend to the various districts throughout the Brotherhood, the liquidation of said indebtedness by proportionate allotment to districts.

Motion by J. N. Engle and H. B. Hoffer to adopt said resolution was unanimously carried.

Whereas, There seems to be an urgent need of presenting to the Brotherhood in general the true aim and work of the Messiah Bible School, in order to insure the continued success and development of said school; and,

Whereas, in order that the above mentioned presentation may be clearly and intelligently brought to the public, it seems obvious that the School's representative in said matter must be associated and familiar with the school work, to be properly qualified for said work; and,

Whereas, It also appears that said representative should hold a good place in the confidence of the school, and of the Church in general, and should go forth with proper credentials from both of the Boards; and,

Whereas, There necessarily needs be quite an expense item connected with the above effort; therefore,

Resolved, That the ^{said} ~~above~~ representatives shall have the right to solicit funds for the elimination of the present indebtedness and the future maintenance of the school, and solicit students for the school; and,

Resolved, That the travelling expenses shall be met mutually by the Managing Board and the representatives, as shall be subsequently be agreed upon; and,

Resolved, That Bishop S. R. Smith shall be assigned the State of Pennsylvania, Elder Enos H. Hess, the States of Ohio, Indiana, Michigan and Canada; and Bro. Asa W. Climenhaga, Illinois, Iowa, Kansas and Oklahoma. Resolutions sustained.

Motion by J. N. Engle and Hoffer, that Bro. Asa W. Climen-
haga's travelling expenses shall be met and he shall receive
at the rate of \$7.50 per week for the actual time used in the
less one week, as implied in the previous
interest of the school, carried.

years engagement with the School; (min. of meeting Apr. 9 1914)

That E. H. Hess agrees to pay \$25.00 toward his travelling
expenses and render the time used for said solicitation free.

Proposition accepted.

Aaron Booser,

Eli M. Engle,

Secretaries.

In order to have with us members of the Board who are generally absent, but who may be present during the Annual Bible Term, the regular monthly meeting was anticipated by a special call, for a meeting, on Jan. 30, 1914, when Hess, J. N. Engle, Shank, Zercher, Musser, and Eli M. Engle were present.

Meeting opened with prayer led by Bishop J. N. Engle.

Whereas, the offer of S. S. Wenger to furnish the School with the United Telephone, could not be consummated by him, conveniently at this time; Therefore Resolved, that the Bell Telephone be retained until July 1, 1914.

Whereas, a suggestion and proposition, to install a Master clock with an automatic regular interval bell system, was presented;

And Whereas, the Board find that there are at present time different and various needs requiring immediate attendance;

and Whereas, the Board recognizes that such installation would be of great service and convenience to the school;

Therefore Resolved, that because of the more immediately pressing needs, this matter be deferred for consideration until the last meeting previous to the close of this present school year.

Motion, Shank and J. N. Engle to adopt resolution, carried.

Report of Secretary shows a balance in the treasury at this date of \$67.96, and a reduction of \$200.00 on the Mt. Joy note.

Whereas since the matter of members of the Board personally bearing their carfare, in attendance at the regular sessions of

of the Managing Board, is an item of considerable expense to some, during the course of the School year; and whereas, this is a matter that must merit the attention of all immediately concerned; And Whereas many, directly or otherwise, interested, concede that

some provision should be made to meet these aforesaid expenses;

And since, there is at present no other provision made by which such expenses can be met, but by personal sacrifice, And whereas, the Funds available for the Maintenance of the operation of the Messiah Bible School are insufficient to allow a drawing therefrom to meet such legitimate expenses; Therefore Resolved that for the present time, and untill other provisions can be made, the members of the Board ^{continue to} meet these aforesaid expenses, by personal sacrifice.

The Board of Managers of the Messiah Bible School, met in monthly session in the reception room of the School building, on Friday Mar. 6, 1914, at 1 P.M., with Hess, Shank, Zercher, Engle present, Musser subject to call to vote on any question presented for decision, or enactment. Opened by prayer led by Bro. Zercher. Minutes of the Joint meeting of the Managers and Trustees, held Jan. 30, were read, and approved.

Minutes of the Board of Managers, held Jan. 30, were also read and approved.

Report of the Secretary of the Faculty, shows a balance in the Maintenance treasury of \$21.13, and a reduction of \$100.00 and the discount for 60 days renewal, paid on the note at the Mount Joy Union National Bank, Balance due on said note being \$1700.00.

Whereas, it has heretofore been the custom for the outgoing Board of Managers, previous to their retirement by Gen'l. Conf., -in order to expedite the work-, to consider, the engagement of the School faculty, with the rate of compensation, for the ensuing School-year, and recommend, the same to the new Board as appointed by Gen'l Conf. Therefore Resolved, That Bishop S.R. Smith, Pres. of the Faculty, be authorized to arrange for the necessary teaching force, and the rate of compensation for the respective teachers, for the ensuing School-year, and report to the Board of Managers, at the regular session to be held on the first Friday in April. On motion Zercher, and Shank, the above resolution was sustained.

Motion by Engle & Shank, that Sr. Mary Hoffman shall be exempt from all storage charges on her furniture for this School-year, was carried.

Whereas, seven of the students have asked for a special course in preparation for a county Teachers Examination, and Whereas, the provision for such teaching will necessitate an additional expense to the teaching account of approximately \$60.00 for the course; Therefore Resolved, that we arrange for the course as asked for, and charge tuition at the rate of \$1.25 per week, plus the usual charges catalogued for contingent fees. Etc.

Whereas, the Special Teachers course, as granted will necessitate Bro. John A. Climenhaga to teach an additional period, to that which was agreed upon in his engagement for the School-year;

Therefore Resolved, that said Bro. John A. Climenhaga shall receive compensation for the additional period taught in the Special Teachers course at the rate of \$1.50 per week.

Adjournment, to meet on the first Friday in April.

(1)

Grantham, Pa., May 8, 1914.

The board of Managers of the Messiah Bible School met in regular monthly session on Friday, May 8th, at 1:15 P. M. in the reception room of the school, with Hess, Shank, Zercher, Musser and Engle present.

Opened with prayer led by Bro. Shank. Minutes of April 3rd meeting were read and approved.

Motion by Zercher and Musser, whereas the Home & Foreign Mission Boards have been authorized to assist in meeting the school expenses of its duly aqualified prospective Missionary students and missionaries home on furlough while in attendance at the Messiah Bible School & Missionary Training Home, under Art. 24, page 57, Conference minutes 1913; and,

Whereas, the Home & Foreign Mission Boards have as yet not fixed the amounts of assistance they are willing to render; therefore,

Resolved that the board of Managers of the Messiah Bible School & Missionary Training Home pray the respective Mission boards to definitely state the amount they are willing to contribute toward said expenses; and,

Resolved, that the Foreign Mission board duly consider the concessions thus far made by the Messiah Bible School & Missionary Training Home, to Foreign Mission Students who have received a reduction on their school expenses on the assumption of the board of Managers that the Foreign favorable action would be taken in respect to the

(2)

aforesaid Art. 24, Page 51, Conference minutes 1913, by
by the Home & Foreign Mission Boards respectively.

Motion by Zercher and Musser to sustain resolution, carried.

Financial report of Secretary shows \$352.42 in maintenance
treasury. Report of April 3rd should read approximately \$200.
less in treasury than reported at that date.

Since Bro. Musser has tendered his resignation as Sub-treasur-
er of the maintenance fund, a motion by Zercher and Shank that we
recommend to General Conference to relieve ^{him} from said duties,
was carried.

Motion by Shank and Zercher that the phone proposition for the
Messiah Bible School by S. S. Wenger be accepted, was carried.

(Phone proposition of S. S. Wenger for the Messiah Bible
School.)

The regular price of the Bell phone for the office is \$15.
per year, and \$3. additional for each extension.

There is free service on this 'phone to Dillsburg and
Mechanicsburg.

The regular price of the United phone is \$20. for a business
place, such as the school, with free service to all points in
Cumberland County and to Harrisburg.

Mr. Wenger agrees to furnish two Bell 'phones and one United
'phone, we to purchase the United phone at \$12.50 and \$25, the
rental of the United 'phone to begin September 1st, 1914.

The toll to Dillsburg is ten cents on the United 'phone.)

On motion of Zercher and Shank that the committee appointed
and authorized to completed the third floor, be authorized to pro-
ceed with the plumbing and steam fitting, carried.

Resolution to recommend the following teaching force on the
terms and conditions specified in the respective recommendations:

Recommendations to General Conference that the brethren
authorized to solicit students and funds.

(3)

Resolved that all teacher students shall be exempt from paying library and contingent fees for the ensuing school year.

Whereas, Bro. S. B. Smith has tendered his resignation as president of the Messiah Bible School & Missionary Training Home; and,

Whereas, in the judgment of the board of Managers his services and influence are very essential to the proper development and continuation of the school work; therefore,

Resolved that consideration of his resignation be deferred indefinitely; and,

Resolved that we recommend him to the incoming Board of Managers to be retained as President of the Faculty for the ensuing school year.

Elder Enos H. Moss be retained as Vice President and Secretary of the Faculty at a salary of \$600. per year; Sr. Edna Booser as a member of the Faculty at \$40. per mo. of four weeks for a period of ten months, the fortieth week to be used in general work for the school, or canvassing if necessary.

Bro. Asa Climenhaga as a member of the Faculty at \$30. per month of four weeks for a period of ten months, the teaching periods not to exceed five per day, the fortieth^{week} to be used in canvassing or general work for the school, except in the event of pursuing advanced studies in the interest of the school work.

Bro. J. A. Climenhaga as a member of the faculty at \$40. per school month of four weeks for a period of ten months for four

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subjects per day, exclusive of all music subjects, onehalf of voice culture fees to revert to him, with the provision that any subjects in the regular courses he wishes to take shall be given free of charge, providing such subject shall not conflict with his teaching; or on a basis of \$45. per month for ten months with five subjects, exclusive of all music subjects, with the same provision as above stated, the fortieth week to be used in canvassing or general school work, except in the event of pursuing advanced studies in the interest of the school work.

Mr. Clara Hoffman as a member of the Faculty on the same terms as heretofore. (Twelve Dollars per week) (\$12)

Sr. Barbara Musser as a member of the Faculty at \$35. per month of four weeks for a period of ten months for teaching no less than six subjects per day, seven if necessary, the fortieth week to be used in general school work or canvassing if necessary, except in the event of pursuing advanced studies in the interest of the school work.

Bro. Joseph A. Smith as a member of the faculty at \$40. per month of four weeks.

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1914.

Grantham, Penna., May 22nd

The new Board of Managers as appointed by General Conference of 1914 met at the home of Joseph Kreider on Friday morning, May 22nd. Organization same as heretofore:

On motion the regular Board meeting was deferred to June 16th, in the evening, during the time of commencement.

On motion decided that recommendations of the old Board of Managers pertaining to the teaching force, with conditions, be accepted as a whole.

The engagement of the teaching force was further considered, with the following conclusions:

Geo. C. Haagen was employed to teach commercial arithmetic, and other subjects Commercial Law, for the fall term in case of need, at \$1.50 per subject per week, with the provision that he may be exempt from attendance at the faculty meetings, except in case of special business.

C. B. Eavey was employed to teach Geometry and one other subject at \$1.25 per subject per week, for four or less in a class; and at \$1.50 per subject per week for five or more or advanced scientific students: \$1.00 for four or less, or \$1.25 for five or more in case of preparatory students, with same provision for faculty meeting exemption as in case of Geo. C. Haagen.

J. Lester Myers was employed to teach Arithmetic and probably Reading and Spelling at \$1.00 per subject per week

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for four or less, or \$1.25 per subject per week for five or more, in preparatory year, with same provision for Faculty meeting exemption, as in cases mentioned above.

Members present, J. R. Zook, D. V. Heise, H. C. Shank, E. H. Zercher, Eli M. Engle and A. B. Musser.

Grantham, Pa., June 16th, 1914.

The Board of Managers met in the Model School Room in general business session at 6:45 P. M. June 16th, 1914, with A. Z. Hess, H. C. Shank, E. H. Zercher, S. B. Stoner and Eli M. Engle present; Isaac Shockey and A. B. Musser of the Board of Trustees being also present with us.

The meeting was opened with prayer: Reading of the minutes of the previous meeting was dispensed with.

The following business was considered and adopted:

Motion by Shank & Zercher that a door be placed between the office and reception room, and that the bank room be made comfortable by additional radiation and tight floor sheeting for winter use, was carried.

Motion by Musser and Shank that slate surface shall be supplied for black board purposes for the room mostly used and that about eight feet running measure shall be placed in the reception room was carried.

Motion by Shank and Zercher that Brother Stoner act as

3. sub-treasurer instead of Bro. Musser, relieved, said ruling to be carried into effect after July 1st, 1914, after the books of the present school year are closed, was carried

Motion by Shank and Musser that the sum at present in the student's aid fund be applied to pay on the shortage in the year account owing to concessions made to prospective Missionary students in the school year 1913-1914, balance of said shortage to be charged to loss and gain item on ledger, carried.

Motion by Zercher and Shank that the loan from the Union National Mount Joy Bank be extended for ninety days, carried.

Motion by Shank and Zercher that Bro. A. B. Musser be authorized to proceed with the building of the wash house as heretofore decided, and oversee painting of the main building where necessary, during the summer months, and shall be authorized to make a loan for the payment of the same, and sufficient to close up the year's business, carried.

(1) Grantham, Pa., September 11, 1914.

The board of Managers met in the chapel of the school building in business session at 1:15 P. M. September 11, 1914, with Hess, Shank, Musser, Engle and Stoner, (alternate) members present. The meeting was opened with prayer led by Bro. H. C. Shank. minutes of last meeting held June 16th, 1914 were read and approved.

(1) Motion by Musser and Shank to ask renewal for 90 days for \$1,000 note made payable at the Union National Mount Joy Bank, and to authorize payment on the S. R. Smith Co. note of \$225. according as means are at hand, was carried.

(2) Report of A. B. Musser for the building of the Laundry room showing a balance of (\$314.90) Three Hundred Fourteen and 90/100 Dollars due Bro. Musser, was presented;

Report of Building of Laundry Room at Messiah
pible School.

June 27,	for shovel,	.65
July 2,	Ironing Stove,	4.90
" 4,	for work,	1.00
" 4,	John Yeramian,	.75
" 7,	Caldron furnace,	14.25
" 7,	Cement and hauling,	4.95
" 10,	for work,	5.42
" 15,	Kilmore & Renard, work,	4.65
" 24,	For labor,	14.24
Aug. 7,	Freight,	2.06
" 10,	for labor,	21.90
" 11,	Nails and paint,	3.85
" 12,	For labor,	7.66
" 12,	S. B. Stoner, lumber, cement,	190.94
" 12,	Hinges and locks,	.97
" 13,	Freight,	1.47
" 13,	E. C. Snyder, lumber,	49.30
" 14,	For labor,	1.00
forward,		\$ 329.98

(2)

Forward,		\$329.98
Aug. 14, glass, putty, nails,	\$ 1.70	
" 24, Parthemore, tinning,	16.30	
" 26, Ogle, painting etc.,	Pointing, 5.40	
" 27, Cocklin for work,	.72	
" 29, Gilbert for pipe,	.68	
" 29, Pump, etc.,	4.82	
		<u>29.62</u>
Total,	- - -	\$ 359.60
Received from donations,		<u>44.70</u>
Balance,	- -	\$ 314.90

A motion by Shank and Stoner to accept the report and make provision to pay the bill by making a loan at the Grantham National Bank, was carried.

A motion by Shank and Engle that the desks heretofore used in the Model School be loaned free of charge to the Orphanage school, said school to serve as the Model School department of the Messiah Bible School, was carried.

Motion by Shank and Stoner that students desiring to hang pictures or mottoes on the walls of their rooms shall have said privilege granted by paying a penalty of ten (10¢) for cents for every nail driven for said purpose, was carried.

A motion by Musser and Shank that E. H. Hess and S. B. Stoner be authorized to proceed at once to procure and erect the proper fire escapes for the school building, carried.

Motion by Shank and Musser that E. H. Hess be authorized to furnish students rooms with chairs, tables, beds, etc., as needed, carried.

Motion by Musser and Shank that the school shall furnish meals for visitors at the Orphanage dedication services, free

(3) of charge, with this provision that a free-will offering be lifted during the forenoon services for the benefit of the school fund, was carried.

Motion by Stoner and Engle that Bro. S. R. Smith be authorized to construct a hand railing of $1\frac{1}{4}$ " galvanized iron pipe, on both sides of the stairways of the front hall leading from the 1st to the second floor, and also the same on one side of the stairway in the rear of the building, with 1" galvanized pipe, was carried.

Motion by Shank and Engle that the President and Vice President of the Faculty deal with the light question as in their judgment they deem best, was carried.

Motion by Musser and Shank that the Board of Managers confirm the contract made between E. H. Hees, V. Pres., and Clarence E. Snoke and Wife; the terms of said contract being that Bro. Snoke and family shall use the rooms on the first floor, furnished by themselves, the school shall furnish board for Bro. Snoke, he working for the S. R. Smith Company, and Sister Snoke to serve as matron to have charge of the cooking, her two girls to help in the dining hall and kitchen morning and evening of the five school days, and at noon, so as not to conflict with te their school work; also on Saturday and Sunday, carried.

Motion by Engle and Shank that the table of room rental rates for the third floor as arranged by E. H. Hees, be confirmed was carried. Adjourned to meet at call of Ass't chairman.

Grantham, Pa., October 16, 1914

The Board of Managers of the Messiah Bible School met by special call of ass't chairman, in business session at 1:30 PM Oct. 16, 1914, with Shank, Stoner, Musser, Zercher and Engle present. Opened with prayer led by Bro. Shank.

Owing to the absence of Abram Z. Hess, ass't chairman, on motion Bro. Shank was elected chairman pro tem. Minutes of the previous meeting were read and approved.

UNFINISHED BUSINESS:

Art. I. Report of renewal of ninety day note payable at Union National Mount Joy Bank, no reduction discount paid. S. R. Smith Co. note of \$225. has been paid.

Art. II. Report of Art. III., minutes of Sept. 11, shows an offering lifted at the Orphanage dedication services for the benefit of the school, amounting to \$51.56.

ART.III. A motion by Zercher and Stoner that E. H. Hess be authorized to take estimates of the cost of ceiling and also of coating the side walls of the dining hall and present for consideration to the board at its next meeting, carried.

ART. IV. Motion by Engle and Zercher that Bishop S. R. Smith, as heretofore, be authorized to arrange the program for the annual Bible Term to be held January 23rd to 31st, inclusive, as he may deem best, carried.

Art. V. Motion by Musser and Stoner that someone be authorized

to place iron grating for protection over pantry windows, with an amendment by Stoner and Zercher that A. B. Musser be thus authorized, carried.

Art. VI. Motion by Musser and Zercher that the Pres. and V. President of the Faculty arrange the matter of tuition for the Model School pupils coming from adjoining public school districts, carried.

Art. VII. Motion by Musser and Zercher that Sr. Mary Hoffman be paid a salary of \$15. per month from the Bible School fund and the balance of her salary, \$25. per month, be paid by the management of the Orphanage. The entire arrangement, however, subject to the approval of the Management of the Orphanage, carried.

Art. VIII. Motion by Musser and Engle that Bro. S. R. Smith be authorized to see that light is furnished, and E. H. Hess that shades be placed at the windows of the Model school, carried.

ART. IX. Motion by Musser and Stoner that a financial letter be written to the friends and supporters of the School, subject to the approval of Bro. S. P. Smith, carried.

A motion to adjourn to meet on the first Saturday in December subject to the approval of A. Z. Hess, ass't chairman, was carried.

Eli M. Engle,

Secretary.

Grantham, Pa., December 5, 1914

The Board of Managers met at the Messiah Bible School, Grantham Penna., at ten a. m. December 5th, 1914, with all the members resident in Pennsylvania present.

Opening prayer led by Brother S. B. Stoner. Minutes of the previous meeting read and approved.

Art. I. Report on Art. 2, minutes of September 11, 1914, by E. H. Hess, approved, the balance of \$194.90 remaining unpaid is carried at the Grantham National Bank.

Art. II. Report on Art. 5, minutes of October 16, 1914, that an iron grating has been placed on pantry windows for protection at a cost of \$6.50.

Art. III. Report on Art. 8, minutes of October 16, 1914, that shades have been placed on windows of the Model School building at a cost of \$10.80.

Report on Art. VI. minutes of Oct. 16, 1914, shows that the tuition fixed for Model School pupils from adjoining public school districts shall be at the rate of \$1. per month for those under ten and \$1.20 per month for those over ten years of age, and \$1.50 per season for all pupils in payment of use of books and stationery.

The construction of the fire escape authorized at the meeting of the Board on September 11, 1914 has been awarded to the Potts Manufacturing Co., Mechanicsburg, Penna., and shall be

completed on or before Jan. 1, 1915.

Art. VI. Report on Art. 3, Oct. 16, 1914, was given by E. H. Hess on estimates received on cost of ceiling and coating side walls of dining hall. Report accepted.

Art. VII. Motion by Musser and Shank that E. H. Hess be authorized to order the material and proceed with the above mentioned work, as he may deem best. (carried)

Art. 8. Consultation upon the recommendation of the President and Vice President of the Faculty in which they name the following two sisters, Barbara W. Musser and Mary E. Hoffman, one of whom shall be placed at the head of the Pedagogical Department, resulted in the election by ballot, by a unanimous vote, in favor of Barbara W. Musser, by virtue of the recognition by the Board of Sister Mary E. Hoffman's efficient management of the Orphanage and Model School Department.

Art. 9. Motion by Zercher and Stoner that Brethren E. H. Hess and A. B. Musser be authorized to furnish such additional furniture as may be needed for the coming Bible Term. (carried)

Art. 10. A motion by Engle and Zercher that the Brethren E. H. Hess and S. R. Smith be authorized to secure and supply the kitchen help that in their estimation may be necessary. (carried)

Art. 11. Report of Treasurer shows a balance of \$19.08 in the maintenance fund. Motion by Shank and Zercher that Bro.

Hess be authorized to make a loan of \$300. for the maintenance fund was carried.

Adjourned to meet February 1, 1915 at 8.00 A. M.

Eli M. Engle,

Secretary

Note. A quorum of the members of the Board of Managers being present during Bible term, they decided to meet in business session Jan. 29, 1915 instead of February 1st, as stated above.

Grantham, Pa., January 29, 1915.

The Board of Managers of the Messiah Bible School and Missionary Training Home met in business session at 2:30 P. M. on Friday, January 29th, 1915, with Bros. Hess, Shank, Musser, Engle and Stoner, present.

The meeting was opened with prayer.

(1) The Treasurer's report showing a balance in the maintenance fund of \$780.43 was read and accepted.

(2) The Secretary's report on cost of ceiling dining hall showing an entry on ledger of \$157.62, was read and accepted.

(3) The Secretary's report on the cost of the construction of the fire escape, \$185.50, as shown on the ledger, was presented and accepted.

(4) Whereas, the question has arisen whether or not a better co-operation between the faculty and the Board of Managers could be secured by having a joint meeting of the Faculty and Board of Managers; and,

Whereas, such mutual discussions of problems of the school should tend towards increased efficiency in work; therefore,

Resolved, that the Board of Managers shall arrange for a joint meeting with the faculty at the second regular meeting of each school term; and,

Resolved, that all teachers shall, as individuals, have the right to a private audience with the Board of Managers, upon consent of the Chairman, at any regular session of the Board, after having shown justifiable cause.

Motion by Musser and Shank that the above preambles and resolutions be accepted, was carried.

Motion by Shank and Stoner that Bro. J. A. Climenhaga be appointed Superintendent of the Missionary Department of the school, for the remaining part of this school year, was carried.

Motion by Shank and Stoner that S. R. Smith and E. H. Hess be authorized to secure the necessary help and power for the laundry department, was carried.

Adjourned to meet at six P. M. on first Friday in March.

Eli M. Eagle

Secretary.

Grantham, Pa., January 29, 1915

A joint meeting of the Board of Trustees and Board of Managers was held in the reception room of the school building, at 1:00 P. M. Friday, Jan. 29th, 1915, with Bros. Hoffer, Musser, Wingert of the Trustees and Bros. Hess, Shank, Musser Engle and Stoner of the Board of Managers, present.

Bro. A. Z. Hess, Ass't Chairman of the Board of Managers took charge of the meeting. The meeting was opened with prayer led by Bishop J. D. Wingert.

The report of the effort in solicitation made since adjournment of General Conference, to meeting the indebtedness resting upon the building, was read and approved which, although in no way adequate to meet the aforesaid indebtedness, yet presents some signs of encouragement.

The discussion as to the methods which shall be used to meet the remaining indebtedness failing to define any definite plan of procedure for the present, on motion the meeting adjourned.

Eli M. Engle,

A. Booser,

Secretaries.

March 5,
1915

Minutes of the meeting of Board of Managers, held at
Messiah Bible School, Grantham, Pa. March 5, 1915 with Bro's
Hess, Shank, Musser, Zercher, Engle and Stoner present.

Meeting opened with prayer by A. B. Musser.

The minutes of the previous meeting were read and approved.

Report of unfinished business of previous meeting as
given by secretary, shows that the equipment of the laundry
is not fully completed, though under way, one hundred (100)
dollars being pledged by some noble Brother warrants the pur-
chase of sufficient engine power, and a centrifugal clothes
dryer.

Treasurer's report shows cash on hand and in Bank	\$187.14
Due from students to end of term	704.59
Due teachers to end of term approximate	500.00
Due on coal approximate	400.00

Since the school and Orphanage are co-operative in the
Model department, a motion, by Musser and Zercher, that the
school appropriate \$25.00 toward the payment of bridge across
the Yellow Breeches Creek, leading from the school to the
Orphanage, was carried.

A motion, by Bro's Musser and Zercher, that the school
appropriate \$25.00 toward the erection of a concrete walk begin-
ning at the main entrance of the school building leading out
to the side-walk and then continue its construction west-ward,

as far as the funds thus far appropriated will reach, carried.

Decided, on motion, by Zercher and Shank, that Bro. Hess be authorized to have additional light supplied in the commercial room, by wire cordage and extra globes.

A motion, by Shank and Zercher, that we recommend the Trustees be authorized to remove the chicken house to a place they consider more suitable, with the provision that the cost of said removal be met by the said Board, was sustained.

Decided to authorize a reduction on Board for two days absence instead of three days as here-to-fore provided, the student notifying the matron prior to the absence.

A motion, by Musser and Stoner, that Bro. Smith be authorized to instruct the necessary repairs for leaking urinals, was sustained.

A motion by Musser and Zercher, that E. H. Hess be authorized to construct a cupboard for the Physical Laboratory, was sustained.

A motion, by Shank and Zercher, that Tuition fees for the next ^{school} year remain as here-to-fore, with the exception of the fee for Chemical experiments, which shall be arranged by the Pres. and Vice Pres. so as to cover reasonable breakages, and the fee for Biology and Physics be, \$.50 per term instead of \$.35 as here-to-fore, was sustained.

A motion, by Shank and Zercher, that a continuance of the Spring term, Normal Course be authorized, and the President be empowered to secure additional teaching force as necessary to meet the requirement and such public advertisement as may serve to the best interest of the school work shall be resorted to, was carried.

A motion, by Engle and Shank, that in case the rest of the Faculty outside of the Pres. and Vice Pres. cannot agree with them in the arrangement of the various courses for the school, the question shall be presented to the Board of Managers, by the Pres. and Vice Pres. for final decision, carried.

Adjournment, to meet on Wednesday, Apr. 8

Eli M. Engle, Sec.

April 8,
1915

Minutes of the meeting of Board of Managers, held a
at the Messiah Bible School, Grantham, Pa. April 8, 1915 at
about 4-20 P. M.

Members present:- Hess, Shank, Musser, Stoner, Zercher, and
Engle,

Opened with prayer led by Bro. Zercher.

Minutes of the previous meeting were read and ap-
proved.

Report of the Treas. was submitted and approver as
follows; Cash on hand and in bank \$176.08
Due on pledged donations 350.00

A motion by Engle and Shank to accept the proposi-
tion made by A. B. Musser to construct a chicken house, with
the exception of inside fixtures, windows, and exchange of
yard, carried.

Decided to allow room no on first floor to be us-
ed for a day pantry, and Bro. Hess be authorized to provide
bans and shelves for the storage of supplies.

A motion by Shank and Zercher to pay Sister Barbara
Musser \$25.00 as additional compensation for extra work re-
quired from her during the school year,

Decided to authorize Bro. E. H. Hess to place win-
dow in each cloak room.

Decided that Bro's Hess and Stoner be instructed to
see that the cesspool has the proper drainage.

A motion by Bro's Engle and Shank that Bro. Hess have the privelage to construct a suitable case in the reception room for the preservation of mounted specimens of birds and animals for the use of the school,,carried.

Decided that Bro. Smith be instructed to complete the arrangements with the teaching force, in reference to the engagement, and compensation for the ensuing school year and report at the next meeting.

Sister Lottie Zarger has been employed as matron for this school term at \$3.50 per week.

Adjournment to meet on first Friday in May at 9-20.

Eli M. Engle,

Sec.

May 7,
1915

Minutes of the meeting on Board of Managers, held at Messiah Bible School, Grantham, Pa. May 7th, 1915 at 10, A. M. With Bro's Hess, Shank, Zercher, Musser, Stoner, and Engle, present.

Meeting opened with prayer led by Bro. Shank.

General conditions of the grounds etc. were discussed after which the following business was disposed of.

Report of treasurer shows a balance of cash on hand and in bank \$178.19

Report of Board of Managers to General Conference was presented, and upon motion by Bro's Shank and Musser was unanimously asapted.

A motion by Bro's Shank and Engle that Bro. S. R. Smith Pres. of Faculty shall be deputized to have exclusive right to arrange with the teaching force for the ensuing school year, pertaining to terms and the subjects to be taught.

Bro. Joseph A. Smith was called before the Board relative to engagement for the ensuing school year and requested to present any personal suggestion he may have.

A motion by Bro's Shank and Zercher that Bro. E. H. Hess be authorized to inquire into the need of installing new kitchen range and determine cost approximate of said work and report at next Board meeting, carried.

Decided to authorize Bro. E. H. Hess to place two windows into the room now occupied by J. Lester Myers, in case

they remain with the school the ensuing year, also to supervise the completion of the third floor during the summer vacation period.

Joint Board Faculty meeting.

A motion by Zercher and Shank that a request from the Faculty to render a Musical programme at Dillsburg be granted (was carried)

A motion by Shank and Zercher that the use of fire-arms be prohibited on the Campass, and shall not be kept on the school grounds also that the Art. teacher be authorized to execute and post tresspass notices at proper places on the Campass (was carried)

Motion to adjourn to meet at 5-30 on Tuessday P. M.

June 15th, 1915.

Eli M. Engle,

Sec.

June 15,
1915

Minutes of the meeting of Board of Managers met at the
Messiah Bible School, Grantham Pa. June 15, 1915 at about 6,P.M
Members present:- Bro's. Musser, Zercher, Shank, Stoner, Funk,
and Engle, of the Managers and D. W. Heise, Gormley, Ontario,
of the Trustees, present.

Opening prayer by Bro. Funk.

The Minutes of the previous meeting were read, and
approved.

A motion, by Engle and Zercher, that the report of Bro.
E. H. Hess on Art. 5 minntes of May 7th, be approved, and that
Bro. Hess be authorized to proceed at once, and install a man
a new kitchen range, as per said report, carried.

A m A motion, by Stoner and Zercher, that Bro. Hess be also
authorized to secure an exchange of the L. C. Smith Typewriter,
used in the school, for a new Underwood, carried.

The Treasurers report was read, and approved which reads
as follows;

By Secretary,	Cash on hand,	\$ 6.18
" Treasurer,	due from students	412.78
" Secretary,	a deficit,	228.91
" Treasurer,	balance, salary dae, teachers	95.10
" "	sundry repairs, bills outstanding	
approximately,		\$75.00 to \$100.00

Negotiations with and engagements of the teaching force school for the ensuing year, as submitted by the Board of Managers to Bro Smith, Pres. of Faculty, not being fully completed, only a partial report was given, which was accepted, with the understanding that a full report be submitted at some later time to the Secretary of the Board, to be entered upon the minutes as a permanent record, the following items from the report as given are noted here for temporary reference.

(1st), Bro. Hess engaged at a salary of \$600.00 for the school year, the Board gratefully accepting his pledge of a donation of \$100.00 to be used for the school in the way he may designate, with this provision that he be granted the privilege of one month's vacation.

(2) That the proposition offered by Asa W. Climenhaga be accepted, with the provision that Bro. S. R. Smith be authorized to confer with him relative to his qualifications for teaching Bible Biography.

(3) That Bro. Smith be authorized to engage Barbara W. Musser at a salary not to exceed, \$45.00 per month.

A motion, by Shank, and Zercher to accept the proposition made by Bro. A. Z. Hess of a loan of \$500.00 with interest at 5% per annum, to be used, to meet the payment of the note Given to the Mt Joy, Union National Bank, when due.

Resolved that Bro. Hess be authorized to see that the black-board surface needed in the school building be prepared and supplied.

And resolved, that Bro. Hess be also authorized to average for the school supply and the additional black-board surface needed at the Orphanage school building, for the benefit of the local Model Department pupils.

And resolved, that Bro. Hess be authorized to arrange that the present reception room be used as a general reading room. Resolution sustained.

A motion, by Stoner, and Shank, that Bro'S Smith and Hess be authorized to arrange the class room situation to the best interest of the school, carried.

Where an offering of \$69.17 was lifted at the closing exercises of this school year toward the repair of the ceiling of the chapel.

Resolved that Bro's Smith and Hess be authorized to arrange for the repairing of the ceiling of the chapel. Resolution adapted.

A motion, that in the event of a visit by Bro. S. R. Smith to some parts of the West, during the ensuing school year, he shall be encouraged and authorized to solicit for the patronage, and interest of the school.

Whereas the coal storage bins, in use at present, are located that the filling of the same, has become an objectionable feature in the front of the school building, And whereas Bro. S. R. Smith has suggested a plan for the construction of coal storage, in the rear of the building without involving any financial obligation on the part of the Board of Managers hereby express their appreciation and acceptance of the plan suggested, and offered by Bro. Smith.

Whereas the Board of Managers in financing the work of the school, are greatly handicapped, in as much that they do not have an endowment fund for the school. and receive a comparatively small amount as tuition from students, and the annual donations to the support of the Maintenance fund being likewise comparatively small, And whereas, they are offering four distinct lines of work, including eight different courses, which results in a relatively large number of small classes, And whereas the commercial rate of teaching along the lines offered, is largely in excess of that which the management has been able to pay, And whereas under the above named conditions the teachers as a body, have been manifesting an interest in, and a devotion to their work, equal to, if not superior to that found in institutions, where the teachers are compensated more liberally.

Therefore resolved, that the Board of Managers hereby express their high appreciation of the spirit of sacrifice and devotion to the work of the school as manifested by the teaching force. And further resolved, that we tender a sincere vote of thanks to the respective teachers, and hope that the day well soon come, when the compensation allowed will be more nearly commensurate with the nature and quality of the service rendered, and resolved that the above preambles and resolutions be spread upon the minutes, for a permanent record of ~~record of~~ the work of the school, resolution sustained.

Whereas Bro. S. R. Smith, Pres. of the Faculty, has been rendering his services to the school thus far, without receiving any compensation. And whereas the Board of Managers realize the indispensability of his services to the school in this capacity.

Therefore resolved, that we tender him a vote of thanks, for past services, and pray him to continue in his present relation to the Faculty and school, and ask him to state the condition under which he will continue the said relationship with the school that the Board may have the contract, to insert the same in their Minutes, for a permanent record.

(ti)
And whereas, Bro. S. R. Smith has heretofore gratuitously donated the compensation due him as President of the Faculty, annually to the financial interest of the school; Therefore resolved that it is the sense of the Board of Managers, that,

if Bro. Smith shall consent to continue his present relationship with the school, and shall also wish to maintain a similar gratuitousness toward the school, like to that he has heretofore maintained, if he should name a stipulated amount as a salary, and whatever sum he would choose, year by year to sonate to the financial interest of the school, could be entered upon the redord of the Board of Managers, -weulas an item of dollars and cents, said record would more obviously reveal the extent of Bro. Smith's liberality to the financial interest of the school, as compared with that of the other members of the Faculty.

Report of S. R. Smith as per Art. 4 Minutes of meeting held June 15th. 1915.

Terms of employment for teachers for the school year 1915-16

Bro, S. R. Smith

Bro. Enos H. Hess shall receive \$600.00 for the year with one month vacation, with the condition that he contributes \$100.00 to the school maintenance for such purposes as he may see fit.

Sister Edna Booser, shall be employed at \$25. 00 per month of four weeks inclusive of board, room and washing for a period of ten months for teaching no less than six subjects per day, seven if necessary, the fortieth week to be used in general school work or canvassing, except in the event of

pursuing advanced studies in the interest of the school work.

Sister Barbara Musser, shall be employed on the same terms as Sister Edna Booser.

Bro. J. A. Climenhaga, shall be employed at \$45. 00 per month for ten months of four weeks the fortieth week to be given to special school work, canvassing for students or advanced study in the interest of the school. He to teach five subjects and music chorus, and any other music study which will be requested if it is in the Music Course and the student is qualified to take it. Half of voice student to be given to the school.

Br Bro. Joseph A. Smith, to be employed at \$50.00 per month, \$10 to be returned as a donation, during the fall term and \$5 per month for the winter term. Terms for the spring term undecided.

Board and room rent allowed by Bro. S. R. Smith.

The above to be on a teaching schedule of six subjects.

Bro. J. A. Smith later agreed to teach the seventh subject for the fall term at the above rate.

Sister Clara E. Hoffman shall be employed at \$40.00 per month for a period of ten months. Her duties to be teaching in the Commercial department, having charge of the library and assisting in the general office work.

Sister Mary E. Hoffman, shall be employed at \$40.00 per month for a period covering the time the Model school is in

session or longer if needed in the main school, her compensation to be provided by the Messiah Bible School and Messiah Orphanage in proportion to the number of scholars that attend the school from the community and the Orphanage and the subjects she teaches for the Bible School.

Bro. Asa W. Climenhaga to be employed at \$30.00 per month for ten month, the fortieth week to be devoted to special work for the school or advanced study in the interest of the school. He shall teach Bible Biography, Penmanship, Drawing, (h) (Free hand and Mechanical) and Classics. He shall have the charge made to students who go beyond the requirement of the course and work for a American Penman Certificate. He shall be allowed to hold a revival meeting during the Christmas vacation, and be allowed to be off for a part of the examination week as he may be able to arrange for his class work.

Bro. J. C. Cassel, shall be employed at the rate of \$20.00 per month for ten months of four weeks each, to teach Commercial Law, Arithmetic, and Spelling, Book-keeping and Physics. He shall be allowed to take studies at 20¢ per week per subject, For further details see letter of July 10th, 1915. By Enos H. Hess.

Bro. C. B. Eavey, shall be employed to teach subjects in the advanced courses at \$1.50 per week per subject and \$1.25 per week per subject for preparatory branches.

Bro. J. L. Myers, shall be employed to teach such subjects as the Pres. and Vice Pres. shall assign him at \$1.37 per week per subject.

Sister J. C. Cassel, shall have charge of the dining room under the general direction of the matron and be expected to put in approximately six hours per day. Board, room, light, fuel and washing (except ironing) shall be included in the above for the family, of three.

Adjournment to meet at the call of Assistant Chairman.

Eli M. Engle. Sect.

Sept. 16,
1915

Minutes of the meeting of Board of Managers, held
at Messiah Bible School, Grantham, Pa. Sept. 16, 1915.

Members present:- Bro's. Musser, Zercher, Stoner, and Engle.

Opening prayer, led by Bro. Zercher.

Treasurers report shows a balance of

\$185.67 on hand.

771.92 due from students.

\$957.59 net credit on Books.

Bills payable A. Z. Hess	\$500.00
Grantham bank - - - - -	\$1000.00
S. R. Smith - - - - -	50.00

Report accepted.

Repairs for Chaple ceiling	\$163.15
Church paid- - - - -	40.00
S. S. - - - - -	26.62

A Motion by Bro. Stoner and Zercher that the \$69.17
raised at the closing exercises of the school for the express
of repairing the ceiling of the Chapel be used in liquidating
the indebtedness, the remaining part to be met by the local
church and S. S. as per intention of the district church
council. (was carried)

A motion by Zercher and Stoner that Bro. E. H. Hess
be authorized to exchange kitcher ranges with S. S. Keiffer
in a way that may be satisfactory to both parties, carried.

A motion by Stoner and Zercher that a committee of
two be appointed, the chairman to be one of the committee,

and he to appoint one to act in conjunction with himself and to inquire into the cost of bringing light into the laundry building and proceed with the same, at the discretion of said committee. The cash not to exceed \$25.00 carried.

A motion by Stoner and Zercher that here-after students from a distance shall not room or board away from the school building unless permission to do so be obtained from the Board, carried.

A motion by Stoner and Engle that should cases of emergency arise relative to the question of students rooming and boarding away from the school building, that the Pres. and Vice Pres. of the Faculty here-by are authorized to deal with the situation as they see proper, carried.

A motion that Bro. S. R. Smith be authorized to arrange the program for the Annual Bible Term as advertised in the school catalogue for school year 1915-16. Bro. Stoner of the Board of Managers together with a representative committee of Brethren elected from the near by districts in the state of Penna. who are here-by encouraged to cooperate and as assistant in the above said work, and who shall be subsequently individually informed of the time, date, and place, which shall be set for the consideration

of the above said work, sustained.

The following motion by Zercher and Stoner that the Model School department be opened on Monday Sept 20, was also carried.

Adjournment , next meeting to be held on first Friday in Nov. at 10 A.M..

Eli M. Engle,

Sec.

Nov. 5,
1915

Minutes of the meeting of Board of Managers, held at Messiah Bible School, Grantham, Pa., Nov. 5, 1915, at 10.00 A. M.

Members present:- A. B. Musser, S. B. Stoner and Ezra Zercher.

Whereas, Brother Joseph Myers, of Greencastle, Pa., who was appointed by General Conference 1915, as a member of the Board declines to serve in that capacity, Elder H. C. Shank, of Waynesboro, Pa., formerly a member of the board was asked to be present. Brother Shank was elected to fill the vacancy for this meeting and was also recommended to the executive Board for appointment to fill the vacancy during this conference year. J. B. Funk was for an unexplained reason absent. Brother D. F. Kipe, who visited his daughter, was elected to serve on the Board for this meeting.

Financial Report:

The Secretary, Enos H. Hess, reported \$98.84 cash on hand and bills outstanding amounting to about \$90. From present indications there will be a deficit of \$500. by the end of the fall term.

As provided for in the previous meeting, the Secretary of the Faculty in conjunction with the Treasurer, were given the privilege of making a short loan to meet the current expenses.

Whereas, a petition was presented to grant more social privileges than one hour per week, as outlined on page 63,

catalogue 1915-16, on motion of Shank and Zercher, decided that the time limit as given shall stand except by written consent of the parents of the parties concerned.

A committee consisting of S. B. Stoner and Enos H. Hess was appointed with the privilege of negotiating and cooperating *with the Grantham Natl Bank,* in the issue of a Voucher Check, such Voucher check to be printed or lithographed, .

A petition was presented from the faculty to allow the rendering of a musical program in the chapel at the close of the fall term, to which admission should be charged, the proceeds of which shall be for the benefit of the library.

Decided not to grant the request, but to allow the musical program to be rendered and take a free will offering for the benefit of the Library fund.

A petition was presented to allow the purchase of suitable equipment for the gymnasium, such as dumb bells, indian clubs, [&] pulley weights, etc. The question was deferred for action until the next meeting.

The advisability of providing a storm door at the main entrance was discussed. After an examination it was decided that a storm door be placed in front of the present main entrance. Brother D. F. Kipe was kind enough to offer settlement of the account if the bill would be sent to him.

It was decided to hold the next meeting on December 31, 1915, at 10.00 A. M.

Grantham, Pa., December 5, 1915

The Board of Managers met at the Messiah Bible School, Grantham Penna., at ten a. m. December 5th, 1914, with all the members resident in Pennsylvania present.

Opening prayer led by Brother S. B. Stoner. Minutes of the previous meeting read and approved.

Art. I. Report on Art. 2, minutes of September 11, 1914, by E. H. Hess, approved, the balance of \$194.90 remaining unpaid is carried at the Grantham National Bank.

Art. 2. Report on Art. 5, minutes of October 16, 1914, that an iron grating has been placed on pantry windows for protection at a cost of \$6.50.

Art. III. Report on Art. 8, minutes of October 16, 1914, that shades have been placed on windows of the Model School building at a cost of \$10.80.

Report on Art. VI. minutes of Oct. 16, 1914, shows that the tuition fixed for Model School pupils from adjoining public school districts shall be at the rate of \$1. per month for those under ten and \$1.20 per month for those over ten years of age, and \$1.50 per season for all pupils in payment of use of books and stationery.

The construction of the fire escape authorized at the meeting of the Board on September 11, 1914 has been awarded to the Potts Manufacturing Co., Mechanicsburg, Penna., and shall be

completed on or before Jan. 1, 1915.

Art. VI. Report on Art. 3, Oct. 16, 1914, was given by E. H. Hess on estimates received on cost of ceiling and coating side walls of dining hall. Report accepted.

Art. VII. Motion by Musser and Shank that E. H. Hess be authorized to order the material and proceed with the above mentioned work, as he may deem best. (carried)

Art. 8. Consultation upon the recommendation of the President and Vice President of the Faculty in which they name the following two sisters, Barbara W. Musser and Mary E. Hoffman, one of whom shall be placed at the head of the Pedagogical Department, resulted in the election by ballot, by a unanimous vote, in favor of Barbara W. Musser, by virtue of the recognition by the Board of Sister Mary E. Hoffman's efficient management of the Orphanage and Model School Department.

Art. 9. Motion by Zercher and Stoner that Brethren E. H. Hess and A. B. Musser be authorized to furnish such additional furniture as may be needed for the coming Bible Term. (carried)

Art. 10. A motion by Engle and Zercher that the Brethren E. H. Hess and S. R. Smith be authorized to secure and supply the kitchen help that in their estimation may be necessary. (carried)

Art. 11. Report of Treasurer shows a balance of \$19.08 in the maintenance fund. Motion by Shank and Zercher that Bro.

Hess be authorized to make a loan of \$300. for the maintenance fund was carried.

Adjourned to meet February 1, 1915 at '8.00 A. M.

Eli M. Engle,
Secretary

Note. A quorum of the members of the Board of Managers being present during Bible term, they decided to meet in business session Jan. 29, 1915. instead of February 1st, as stated above.

Grantham, Pa., Dec. 31, 1915

The Board of Managers met in regular business session at the Messiah Bible School at one o'clock P. M. on Friday, December 31, 1915, with Zercher, Stoner, Funk, Shank and Engle, members present.

Bro. A. B. Musser, Ass't chairman, being absent, Bro. H. C. Shank was elected to preside at this meeting.

Formal opening by prayer, led by the chairman pro. tem.

Minutes of the previous meeting were read and approved.

Art. I. Financial:

Report of E. H. Hess, Sec'y, shows a deficit,

by the Treasurer, \$74.30

Cash on hand, \$83.01

Net cash credit, 8.71
\$ 83.01 \$83.01

Net balance due from students \$673.14.

Art. II. The question of what method the school management shall pursue relative to the Workmen's Compensation and Liabilities Act" which goes into effect January 1, 1916, was and presented, after some discussion decided to submit this question to a committee of three brethren composed of S. R. Smith, E. H. Hess and S. B. Stoner, who shall investigate the matter from a legal point of view and make such disposition of the matter as they deem best, and present their report to the

Board of Managers at a near future session for final or further disposition.

Art. III. Whereas, the physical well-being of the student requires some form of physical exercise or culture; and,

Whereas, such exercise or culture is facilitated by various appliances and apparatus; therefore,

Resolved: that the Board of Managers authorize the purchase of and installment of such equipment as will be approved by a special committee to be known as the "Physical Culture Committee", with this qualification, that the equipment procured shall be in keeping with the basis of teaching for which the Messiah Bible School stands.

Bro. E. H. Hess of the Faculty, Bro. S. B. Stoner, representing the Board of Managers and Bro. B. S. Brubaker of the school's patronage were elected to compose said committee.

Art. Iv. Whereas, by virtue of some former experiences of the Board of Managers in respect to the engagement of the teaching force; and,

Whereas, an early investigation of this work, and outlook over the field of teachers who may be available for the ensuing year has always been found advisable; and,

Whereas, owing to the recent physical failure of

Bro. S. R. Smith, president of the Faculty, who has heretofore so kindly consented and given his services to the Board in the engagement of said teaching force; and,

Whereas, the Board of Managers heretofore has always appreciated the said valuable services that Bro. S. R. Smith has thus rendered to the Managers; and,

Whereas, because of the many varied and arduous church duties that have been imposed upon Bro. Smith, he has frequently requested to be relieved to some extent from such service; therefore,

Resolved: that since this Board recognizes that the duties that have been imposed by the Church though varied and arduous, have been borne cheerfully by him, as far as possible; and,

Resolved: that this Board will hereby relieve for the ensuing school year Bro. S. R. Smith from the aforesaid services; and,

Resolved; that Bro. E. H. Hess, be and hereby is authorized with the advice and concurrence of Bro. S. R. Smith to investigate and negotiate with the teaching force that may be needed for the ensuing school year, at an early date, and report to the Board as early as possible. Resolutions sustained.

Art. V. Whereas, the Reception room at the rear of the Chapel at present is too small to accommodate the day-students for a

study room without necessitating crowding to an uncomfortable degree; and,

Whereas, to use the large class room on the north side of the east end hall, first floor of the main building, for the accommodation of the day students will necessitate the placing of additional school furniture of a much needed class room; and,

Whereas, the west side of the gentlemen's hall above the re-chapel with some arrangement as offers an additional class room for the school; and,

Whereas, in view of the anticipated attendance of the coming Bible Term, some additional furniture will be needed to accommodate visitors and workers; therefore,

Resolved, that Bro. S. B. Stoner and E. H. Hess be and hereby are authorized to proceed with the rearrangement of the classroom situation, and make such changes as on the west side of the gentlemen's hall above the chapel that may be necessary to meet the present requirements; and,

Resolved, that in case additional window light surface may be necessary, they shall have the authority to construct an additional skylight in the roof of said hall; and,

Resolved that they shall also provide such additional furniture that in their estimation may be needed to accommodate the day students and also the visitors over the Bible Term.

Resolution sustained.

Adjourned to meet at 9 O'clock A. M. January 26, 1916.

Eli M. Engle, Sec'y.

Teachers for 1916-1917

Enos H. Hess shall be employed to serve as Vice President and Secretary, and teach such subjects as his available time will permit, at a salary of (\$600) Six Hundred Dollars for the entire year, with the condition that he pledge a donation of One Hundred (\$100) Dollars to be used for the school in the way he may designate, with the further provision that he be granted the privilege of one month's vacation.

EDNA BOOSER, - shall be employed as a teacher in Language and SCIENCE, at a salary of Twentyfive Dollars(\$25.) per month of four weeks, including room and board, and washing, for a period of ten months, for teaching no less than six subjects per day, seven if necessary, the fortieth week to be used in general school work, as may be designated by the Vice Pres., except in the event of her pursuing advanced studies in the interest of the school work.

~~J. A. OLIMENHAGA shall be employed on the following conditions: He shall be paid FORTYFIVE DOLLARS (\$45) a month of four weeks each, to teach six periods daily, or thirty periods a week, studies to be selected from the Vocal Music, Bible and Music, and Missionary Training or Bible Courses~~

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J. A. CLILLENHAGA shall be employed as Registrar, Superintendent of the Missionary ^{and Music} Departments and as teacher in the Music and Bible Departments, on the following conditions:

He shall be paid fortyfive dollars ^{for} a month of four weeks. *He shall not be required to teach more than* ~~each, or~~ ~~less~~ six periods daily, or thirty periods a week, studies to be selected from the Vocal Music, Bible and Music, ^{and} ~~and~~ Missionary Training ~~or~~ Bible Courses, with the condition that periods occupied by private students in Voice Culture or Oratory shall not be reckoned in the thirty periods a week, unless such periods exceed five per week.

The fees received from individual students for Voice Culture or Oratory shall be equally divided between the teacher and the school.

CLARA E. HOFFMAN shall be employed as a teacher in the ^{as Preceptress} Commercial Department, [^] and Librarian, at a salary of Forty Dollars (\$40) per month of four weeks, for a period of ten months. The compensation for the vacation period shall be commensurate with the work required.

BARBARA W. MUSSER shall have charge of the Pedagogical Department and teach Pedagogical and Mathematical subjects at the rate of One and 50/100 Dollars per subject. (1.50)

She shall receive fifty cents per week for teaching Physical Culture and Supervising the hour girls working in exchange for laundry services.

She shall pay at the rate of (\$3.75) Three Dollars and Seventyfive cents per week for room and board and she shall be allowed to take one Bible subject tuition free, paying twenty cents (20¢) per week for each additional Bible subject on the condition that the subjects asked for will not necessitate the formation of a class in addition to those required for the regular students.

For Mrs. J. A.
Calverton - see
page 3 a

MARY E. HOFFMAN shall be employed at a salary of Forty Dollars per month for a period covering the time the Model School is in session, or longer if needed in the Main School, her compensation to be provided by the Messiah Bible School in proportion to the number of scholars that attend the school from the community and the Orphanage, and the subjects she teaches for the Bible School.

~~ASA W. CLIMENHAGA shall be employed as teacher in the Art, Academic and Bible Departments on the following conditions~~
~~He shall receive the sum of Four Hundred Dollars (\$400),~~
~~at the rate of Forty Dollars per month for ten months, to~~
~~teach Bible Biography, Drawing, (Mechanical and Free hand,) and~~
~~and Third and Fourth Year English.~~
~~Penmanship, Special classes in Penmanship in which students~~
~~pay an extra fee, said fee shall be paid to the school and~~
~~not to the teacher, as heretofore.~~

~~In case any of the aforementioned subjects are not called for,~~
~~the President and, or Vice President shall have the privilege~~

Mrs. J. A. Climenhaga shall be employed to teach on e
Pedagogical subject at the rate of One Dollar and Fifty cents
(\$1.50) per week, with the privilege of having the class
recite in her home. Should there be a need for having a
second class taught by her, the conditions and terms to be a
matter of mutual agreement.

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ASA W. CLIMENHAGA shall be employed as teacher in the Art, Academic and Bible Departments of the Messiah Bible School on the following conditions:

He shall receive the sum of Four Hundred Dollars, (\$400) at the rate of Forty Dollars per month for ten months, to teach Bible Biography, all the Drawing, (Mechanical and Free Hand) all the Penmanship, and Third and Fourth year English. The fee charged to students in the special classes in Penmanship shall be paid to the school and not to the teacher, as heretofore.

In case no Drawing, or no Third and Fourth Year English subjects are called for, the President or Vice President shall have the privilege of assigning to him some other subjects for any of the three named subjects, which may cover five periods a week for the school year, provided said subject be of a literary nature, a Bible subject if possible.

He may be required to give one week of special work at the end of the spring term, and if travelling expenses or board is incurred in the conduct of the same, the Board of Managers shall pay his board and travelling expenses. This special work shall

not be required if he is pursuing advanced studies, or if called to religious work. If at any time he wishes to leave the school before the end of a term, to engage in special meetings for the advancement of Christ's Kingdom, he shall secure the consent of the Board of Managers, or the President and Vice President authorized by the Board of Managers. If permission be granted and he arrange for the instruction of his classes to the satisfaction of the President, no deduction will be made on his salary.

~~of assigning to him some other subject which would not require more periods of time per week than the subject for which substitution was made, providing said subject be of a literary nature, a Bible subject if possible.~~

~~He may be required to give one week of special work at the end of the Spring term, and if travelling expenses or board is incurred in the conduct of the same, that the Board of Managers shall pay board and travelling expenses.~~

~~This special work shall not be required if he shall be pursuing advanced studies in the interest of the school work, or if called to religious work. If he wishes to leave the school at any time before the end of the term, to engage in special meetings for the advancement of Christ's Kingdom, he shall secure the consent of the Board of Managers, or the President and Vice President authorized by the Board of Managers.~~

J. C. CASSEL shall be employed as the head of the Commercial Department, as Preceptor, and as teacher of Agriculture, Physics, Bookkeeping, Commercial Law, and Commercial Arithmetic, at a salary of Thirty Dollars per month, (\$30) with board and lodging for himself and family, or at Forty Dollars per month without Board and lodging, with the further condition ;

1. Mrs. Cassel is to have charge of the dining room under the general supervision of the matron, or head cook and she is

to put in not more than thirty hours (30) per week, exclusive of Sunday, as a worker in the dining room, with the understanding that she will not need to be there at meal times, nor immediately before each meal. Any extra work required is to be paid for at the rate of 12-1/2 cents per hour. Condition in regard to family washing to remain same as last year.

2. He is to be allowed the use of the same rooms as last year, with the same amount of furnishing and in addition is to be given the use of one more room for a personal and private study room, choice of same to be made by Vice Pres. or Board of Managers.

3. He is to be allowed the privilege of taking one subject in the school without paying tuition charges for the same and may also be permitted to visit as an auditor, any of the Bible classes, at his discretion and leisure, no new classes to be formed for his special benefit without paying additional charge.

4. In case he shall find a convenient place and he shall consider a change of residence necessary, he shall be permitted to move into a private home, on condition that he notify the management of such action within a reasonable time for them to secure a person to take Mrs. Cassel's place in the dining room.

Anna E. Kipe shall be employed as a teacher in the school to teach three subjects, at the rate of One Dollar (\$1.00) per subject per week for a class of five or less, or One Dollar and twentyfive cents (\$1.25) per week per subject, for a class of six or more.

She shall pay tuition for Bible subjects at the rate of Twenty cents (.20) per subject per week and shall be exempt from paying Library fees.

Samuel P. Stump shall be employed to teach one subject, preferably Reading and , or, Spelling, at the rate of One Dollar per week for a class of five or less, and One Dollar and Twentyfive cents (\$1.25) for a class of six or more.

Frances Funk shall be employed to teach one subject, preferably Grammar, at the rate of One Dollar per week (\$1.00) per week for a class of five or less, or One Dollar and Twenty-five cents (\$1.25) for six or more.

Amos D. M. Dick shall be employed to teach Stenotypy on the condition that he shall be paid Seventyfive cents per period per week for the first student and Twelve and One-half cents ($12\frac{1}{2}\text{¢}$) for each additional student.

January 26, 1916.

The Board of Managers met in business session at 10 A. M.
with Shank, Funk, Zercher and Engle of the Managers, and H. B.
Hoffer of the Board of Trustees present.

The meeting was formally opened by prayer led by Bro. E. H.
Zercher.

The minutes of the previous meeting were read and approved.

(Art) Financial. The report of the secretary shows:

Amount in bank	-	-	-	\$400.22
Cash on hand	-	-	-	112.60

A note at Grantham National Bank was paid amounting to
\$200.00

Whereas, Bro. H. C. Shank has been recommended to the General
Executive Board to fill the vacancy for the remaining part of
this Conference year, caused by Bro. Joseph Meyers declining to
serve as a member of the Board of Managers.

And Whereas, this recommendation by the Board of Managers, has
received confirmation by the General Executive Board, Therefore
Resolved, that this Board, and whomsoever it may concern, shall
recognize that he has been duly and legally elected to fill the
vacancy in the Board of Managers caused by Bro. Joseph Meyers
declining to serve, and shall act in the capacity of a full and
legal member of the Board of Managers for the remaining part of
this Conference year.

Adjourned.

Grantham, Pa. March, 2, 1916.

The Board of Managers of the Messiah Bible School met in regular business meeting on Thursday March 2nd. with Funk, Zeeher, Stoner and Engle present.

Prayer opening led by Bro. Funk.

Minutes of the previous meeting read and approved.

Financial report by secretary of the Faculty,

Shows:	Amount in bank	-	-	-	-	\$184.74
	Cash on hand	-	-	-	-	4.55
						<u>189.29</u>
	Due Account from student body	-	-			537.27
	Due teachers to the end of term	-	-			782.65
	Due on boiler repairs, labor and provisions					275.00
	Approximate deficit for term being	-				331.09

\$300.00 paid at the Grantham National Bank, leaving yet payable a note of \$500.00 at the same bank.

Whereas, the heat plant that has been installed in the basement of the School Building has proven itself inadequate in a general ~~###~~ sense unless unduly forced, to sufficiently supply the heat necessary to make the entire part of the School Building (now occupied) comfortable in strenuous winter, or extreme weather conditions; and

Whereas, owing to undue forcing of the capacity of the boilers that have been installed, the Management is at present confronted with a serious break-down in the system, which will necessitate an item of unavoidable expense in order that it may be sufficiently repaired to meet the requirements of the school; and

Whereas, since the completion of the third floor has been effected, a larger heating capacity is required than has been heretofore; and,

Whereas, on the record kept by the Board of Managers, (minutes of meeting held June 15, 1915) there appears an article in which, in order that the objectionable feature of filling the coal storage bins in the front of the building, may be avoided, Bro. S. R. Smith has proposed and offered a plan for the construction of room for the coal storage in the rear of the building, without involving any financial obligation on the part of the Board of Managers; and

Whereas, at the time the above said proposition was offered by Bro. S. R. Smith, the Board of Managers entered upon their record an expression of appreciation and acceptance of the plan as offered; and

Whereas at this present time the Management is seriously confronted with the need of installing new and larger heating capacity in order to adequately meet the present and future requirements; and

Whereas, it is the sense of the Board of Managers that the construction of the necessary room for coal storage as proposed by Bro. S. R. Smith and the installment and placing of a new heating plant which confronts the management, in order to meet the largest convenience, as well as financial advantage to the School, should be considered jointly; therefore,

Resolved, that in the case Bro. S. R. Smith shall be pleased to yet further continue his aforesaid proposition and suggestion to

the Management, the Board of Managers here-by pray Bro. S. R. Smith that to gether with the aforesaid proposed preparation for coal storage, herwill consider the pñacing and installment of a new heating plant, and further pray Bro. Smith that in the said consideration he will offer to the Board of Managers such plans, suggestions, and assistance etc., as mayto him, seem feasable and proper.

Adjournment with a decision to meet at Harrisburg on the adjournment of Penna. State Council.

Eli. M. Engle, Sec.

Harrisburg, Pa. April 6, 1916.

The Board of Managers met in business session at the Messiah Home, after the adjournment of Pennsylvania State Council on Thursday, April 6, 1916, with Musser, Shank, Funk, Stoner, Zercher, and Engle present, Bro. Stern of the Trustees also being present.

A. B. Musser, Assistant Chairman presiding, the meeting was opened by prayer, led by Bro. Funk. Minutes of the previous meeting were read and approved/

A motion to accept Bro. Shank's resignation to serve with the Board of Managers, was carried, with this provision, however, that, Lord willing-he meet with the Board in their next regular session.

A motion, that the Brethren Musser, Stoner, and Hess constitute a committee, which in conference with Bro. S. R. Smith shall investigate the condition confronting the management of installing a new and larger heating plant, the erection of an additional building as an adjunct to the future school requirements, together with the proposed coal storage, as per minutes of June 15, 1915, and preambles and resolution under Art. 3, minutes, Mar. 2, 1916, and offer to the Board of Managers such plans, the approximate cost, methods of financial encouragement, etc., that in their judgment may seem most feasible in making provision for meeting those requirements that are confronting the school management in their effort to successfully prosecute the advancement of the school effort, was carried.

The Board of Trustees, having been consulted relative to erecting an additional building, on the school grounds, have given favorable expression and consent.

A motion, by Zercher and Stoner, that Bro. Hess be authorized to investigate and secure prices of the best material that can be obtained to cover the dining hall floor, in order to avoid the raising of dust, the hard concrete floor, and other objectionable features now found in the floor of the dining hall, and present his findings to the Board at the next meeting, was carried.

A motion by Shank and Zercher, that a reduction of ten cents per student, per week, for the ensuing school year, together with a slight advance in tuition be offered, was carried.

A motion by Zercher and Stoner, that E. H. Hess be authorized to make arrangements with the proper persons to canvass and solicit student patronage for the ensuing school year, was carried.

RESOLVED, that the Board of Managers shall more precisely outline the line of duties, responsibilities, and privileges, that shall devolve upon him as Vice President of the Faculty, for his future guidance and protection from unmerited criticism.

A motion, that the President and Vice President of the Faculty together be authorized to negotiate with, and engage the

The report of the Treasurer shows:

Balance in Bank-----	\$230.36
Cash on Hand-----	3.24
Total	\$233.60

Teachers paid up with the exception of the last week of the winter term.

A motion by Stoner and Funk, that the Board of Managers grant the introduction and use of such Musical instruments in the Music Room, that may be necessary to conduct the Musical Course as heretofore offered in the Catalogue, was unanimously carried.

A motion by Engle and Shank, that a combined Bible and Music Course shall be offered for the ensuing school year, in case the Faculty, President C. R. Smith included, shall so decide, was carried.

Adjournment to meet at 10.00 A. M. on the first Friday in May.

A Contract between the Messiah Bible School and Bro. C. E. Snoke, as general care taker of Premises, firing the boiler etc. beginning March 27, 1916. As well as a further contract between the above named parties to go into effect either on or after June 19, 1916 in which Bro. C. E. Snoke shall be engaged as the Steward and Sister Snoke as the Matron, was satisfied by a vote of the Board.

Whereas, the matter of personal traveling expenses borne by the various members of the board of Managers in their effort to be present at the regular meetings of the Board, has become a question of quite a little self-sacrifice by some members of the Board; and,

Whereas, our plan has thus far been adopted by which said personal sacrifice could be selected; therefore,

Resolved, that consideration of this condition be held over for the next meeting of the Board.

Sustained.

Grantham, Pa., May 5, 1916.

The Board of Managers meet in regular business session in the Chapel of the School building at 10.00 A. M. Friday, May 5, 1916, with Musser, Shank, Stoner, Zercher and Engle present, also Brother S. H. Winger, the Board's nominee for appointment as successor to Bro. H. C. Shank (resigned), as a member of the Board of Managers.

H. C. Shank presided by request of A. B. Musser, Assistant Chairman. Opening prayer was led by H. C. Shank. Minutes of previous meeting were read and approved.

The financial report, as given by the Secretary, shows;

Balance of Cash on Hand \$2.00
with deficit of .01

Unpaid Bills for April \$108.53

Report of Committee on the installment of new heating plant, additional buildings, etc., (as per minutes of Apr. 6,) was withheld indefinitely, relative to immediate precedure.

Motion by Stoner and Musser, that E. H. Hess be authorized to arrange for the immediate painting of the School Building, was carried.

The report of Bro. Hess pertaining to material for a floor for the dining hall and kitchen (per minutes Apr. 6,) was offered; and, it was decided

Upon motion by Musser and Engle that the floor of dining hall and kitchen be covered with Maple flooring, No. 1, faced, the graduating class of 1916, offering to donate to the School the floor in the kitchen.

A motion by Stoner and Funk, that the Board of Managers sustain the report in the Catalogue of 1916 pertaining to the use of a Stenotype machine in the commercial department, was carried.

The report of Bro. E. H. Hess pertaining to the employment of the teaching force for the ensuing school year, as authorized in minutes of meeting held Dec. 15, 1915, was read, and upon motion, approved, to be entered upon the minutes of this meeting for a permanent record for the Board of Managers.

Adjourned to meet on Wednesday, June 14, 1916, at
1.00 P. M.

Grantham, Pa., June 14, 1916.

The Board of Managers met in business session on Wednesday, June 14, at 1 P. M., with Musser, Zercher, Winger, Stoner, Funk and Engle, together with Hoffer, J. D. Winger and Musser of the Board of Trustees present. The meeting opened with prayer led by Bish. J. D. Winger. Minutes of meeting held May 5, were read and approved.

(1) Motion by Zercher and J. D. Winger, that Bro. Musser and Bro. Hess be authorized to arrange for the water supply necessary for the Laundry building, was carried.

(2) Motion, that an expression from the Board of Managers pertaining to the introduction and use of Musical instruments in connection with the Musical instruction offered, shall be written by the Managers as a guide for the Musical Instructor, carried.

(3) Moved that Bro. Musser and Bro. Hess be authorized to construct a cloak room, and place slate surface in room No. 7.

(4) Financial report.

Balance in Bank	\$.17
Cash on Hand	4.44
Loans Outstanding	\$500.00
New " " " "	500.00
Due	452.93
" from Students	333.66

Offering at Commencement Exercises \$60.45

(5) A motion, that Bro. Hess, with the concurrent advice of Bro. Smith and Bro. Musser, be authorized to make a loan sufficient to cover the costs of painting the outside of the School building, laying floor in the kitchen and dining hall, and also for the fruit and provision supply for the ensuing year, carried.

At a joint meeting of the Board of Managers and the Board of Trustees of the M. B. S. and M. T. H., a method of lifting the indebtedness, approximating \$4600.00, resting on the Board of Trustees as unpaid on the school building, was considered and decided that an appeal shall be made through the respective members of the Board of Trustees to the Bishops of the respective districts throughout the Brotherhood to make a strong effort to raise the sum of \$1.00 one dollar per member in the Church, toward liquidating the above said indebtedness.

Adjourned.

COURSES OF STUDY
 GENERAL PREPARATORY
 COMMERCIAL
 VOCAL MUSIC
 MISSIONARY TRAINING
 BIBLE
 ENGLISH SCIENTIFIC
 COLLEGE PREPARATORY
 AGRICULTURAL
 PEDAGOGICAL

MESSIAH BIBLE SCHOOL AND MISSIONARY TRAINING HOME

Grantham, Cumb. Co., Pa.

June 14, 1916 191

Whereas, General Conference of 1916 has appointed and encouraged the liquidation of the indebtedness on the building of the Messiah Bible School and Missionary Training Home, amounting to approximately Fortysix Hundred Dollars, (\$4600) during this Conference year; and,

Whereas, in order to carry out this laudable object it would be necessary to have the membership of the Church pay on an average One Dollar (\$1.00) per member; and,

Whereas, the Board of Trustees and Board of Managers at a joint meeting held in Grantham, Pa., June 14th, considered the ways and means by which the intent of Conference would be carried out; and,

Whereas, all business projects, to meet with success must necessarily be under some management and leadership; therefore,

Be it resolved, that the joint boards appoint and authorize the brethren to supervise the work in the several districts of the church, as given below, in connection with the proper church officials in the several districts of the brotherhood; and,

Resolved, that the aim shall be to raise an amount for the above named purpose in the several districts, amounting to One Dollar per member.

H. B. Hoffer, Manor, Rapho, Dauphin, Lebanon, Montgomery and Bucks, Lykens Valley and Juniata.

J. D. Wingert, Franklin County Districts, including Maryland.

A. B. Musser, Donegal, Grantham and Cumberland County Districts.

Eli M. Engle, Philadelphia,

Isaac Stern, Blair Co., Clinton and Centre County.

B. S. Herr, Ohio, Indiana and Illinois.

Isaac Shockey, Iowa, Kansas and the West.

D. W. Heise, Canada and Clarence Center.

A. B. Musser
 Asst Chairman Bd. of Managers.

Henry B. Hoffer
 Chairman Bd. of Trustees.

Eli M. Engle
 Sec'y Board of Managers

Whereas, at the meeting of the Board of Managers on April 6th, ways and means were considered by which the interests of the school could be advanced in offering such studies and courses as will meet the requirements and needs of the church and community; and,

Whereas, there are brethren both in the east and west who wish their children to have training in instrumental music; and,

Whereas, the church is opposed to the use of instrumental music in connection with public worship; and,

Whereas, the school management wishes to be of the greatest possible service to the church, but at the same time intends to stand for conservatism and separation from the world in spirit and form; therefore,

Be it resolved, that in order to meet the need and request of the patrons and friends of the school, that we permit the introduction and use of musical instruments in connection with the musical instruction offered, excluding public worship; and,

Resolved, that the terms and conditions upon which such musical instruments shall be supplied and used shall be a matter for future agreement between the Board of Managers and the musical instructor.

Grantham, Pa., October 7, 1916.

The Board of Managers of the Messiah Bible School and Missionary Training Home, met at the School building at 10.00 A. M., October 7, 1916, with Musser, Zercher, Funk, Winger, Stoner and Engle Present.

Opening prayer was led by Bro. Funk. The minutes of June 14, were read and approved.

(1) Report on article 1, June 14, shows that said authorization is met.

(2) Article 3, June 14, has been complied with.

(3) Report on Art. 5, June 14, shows that a loan of \$1000.00 from the Grantham National Bank, to cover expenditures specified in said Article, has been made.

(4)

Loans Outstanding-----	\$2000.00
Money in Bank-----	\$ 60.39
Cash on hand-----	111.79
Amounts due us-----	387.14
" " others--	332.64
Balance Credit	\$ 54.50
Improvements dining hall and kitchen---	\$360.16
Painting of Building-----	229.51

(5) RESOLVED, that the Board of Managers confirm the grant or concession, that Bro. E. H. Hess, Vice President has made, pertaining to a leave of absence to Bro. Asa W. Climenhaga at the end of the Fall term, to hold religious services and, that we permit a similar privilege for a week or ten days at the close of the winter term.

(6) Motion by Engle and Winger, that we authorize Bro. Stoner, Treasurer, to pay Bro. H. C. Lady \$5.00, additional to what has already been paid him, as a token of their appreciation for his success in his effort of solicitation for the School, during the summer vacation, carried.

(7) RESOLVED, that Joseph A. Smith be employed to teach two subjects, at the rate of \$1.87½, for the balance of the school year. Motion by Zercher and Stoner, to adopt, was carried.

(8) Motion by Funk and Zercher, that Sr. E. H. Hess shall be employed to teach Stenotypy on the same terms that Bro. Amos D. M. Dick (who has resigned), has been employed, carried.

(9) Motion by Engle and Winger, that Bro. Hess be authorized to proceed at once in the insurance of the teaching force under the Compensation Act, carried.

(10) Motion by Zercher and Stoner, that Bro. E. H. Hess be hereby authorized to confer and negotiate with Professor Surface relative to employment in the Agricultural Department of the School, for the remaining part of the School year, with the provision that Bro. Hess shall ascertain whether Prof. Surface is affiliated with such forms of organized secrecy, which, under the By-laws of the School, should disqualify his connection with the Faculty, and the further provision that his engagement for the School, shall not entail any financial expense to the School, over and above the amounts accruing in tuition, by virtue of said employment, carried.

(11) Motion by Winger and Zercher, that Musser, Stoner and Funk, together with E. H. Hess, shall constitute a committee to seek a conference with Bishop C. N. Hostetter, during the period of the S. S. Convention held at Grantham, Pa., October 7 & 8, 1913, relative to the necessity of supplying the vacancy in the School Faculty, caused by the departure from this life, of Bishop S. R. Smith (formerly, President of the Faculty) and, as to what prospect the Board of Managers may entertain in respect to the possibility of his, (Brother Hostetter's), early connection with The School as a member of the Faculty.

Adjourned to meet first Friday in November, unless otherwise called by the Chairman or Secretary of the Faculty.

Grantham, Pa., November 3, 1916.

The Board of Managers of the Messiah Bible School met at 10.00 A. M. on Friday, Nov. 3, 1916, with Musser, Zercher, Funk, Winger and Engle present. Formal opening with prayer. Minutes of previous meeting were read and approved.

(1) Report from Bro. E. H. Hess relative to his conference with Prof. Surface in relation to his engagement with the Agricultural Department of the School, shows that Prof. Surface consents to give three lectures during the winter term and one demonstration on his farm, free.

Motion by Zercher and Winger, that the Board authorize a letter of thanks and appreciation be sent him for his kind consideration to the School, carried.

(2) Motion by Engle and Winger, that the Board confirm Bro. Hess's contract with Sr. Anna Lane, and Barbara Musser to fill the vacancy in the teaching force caused by Sr. Clara Hoffman's sickness, carried.

(3) Motion by Winger and Stoner, that E. H. Hess and Eli M. Engle shall investigate the deed for the Bible School property and ascertain the legal relationship and obligation of the Church toward the School indebtedness, and formulate an expression for publication in the Visitor, in order to relieve the inquiry or idea in the minds of many that the Church does not own the School, was carried.

(4) Motion by Zercher and Winger, that Sr. Anna Kipe shall receive \$1.25 per week for every subject she teaches, carried.

(5) Financial report.

In Bank-----	\$33.31
Cash on Hand----	5.47
Total	<u>\$38.78</u>

Due Teachers, 1st Mo.	\$138.90
Bills Unpaid	100.00

(6) Motion, that E. H. Hess be authorized to make the necessary loan for the maintenance of the School, carried.

(7) Motion, that E. H. Hess be authorized to make disposition of the cess pool situation as he may see fit, carried.

WHEREAS, the Board of Managers had presented to them, by an organization calling themselves the Y. B. C. Tennis Association, a request to erect upon the School premises one or more Tennis Courts; and,

WHEREAS, the organization purports to be disassociated with the School; and,

WHEREAS, this disassociation does not seem real since in the petition it was expressly stated that one of the chief aims of the organization is to provide for the physical needs of the Student Body; and

WHEREAS, the Board of Managers are of the opinion that an organization, which so vitally affects the Student and Teaching Body and the Church organization, which stands sponsor for the School effort, should have not been promulgated or formed without first having the sanction of the Board of Managers; and

WHEREAS, most of the Board of Managers were entirely ignorant of such a petition to be presented for their consideration before the convening of this session; and

Whereas, the Board of Managers believe that any hasty step or decision in this matter, at this especial time would be detrimental to the highest and best interests of the School; therefore,

RESOLVED, that we, the Board of Managers pray that the above unauthorized organization will not take any further steps in the completion of their plans before the next regular meeting of the Board of Managers, on Friday, December 1, at which time, we, as a Board shall have had more time to carefully consider the matter, and at which time the Board will also be willing to have those interested give their reasons for the steps taken in reference to the matter in question. Motion to sanction the resolutions, carried.

Grantham, Pa., Dec. 6, 1916.

The Board of Managers met in business session on Wednesday December 6, 1916, at 7,00 P. M., with Musser, Stoner, Zercher, Funk, Winger and Engle present. Prayer opening by Brother Zercher. Previous minutes read and approved.

Report on Art. 3, Nov. Meeting by Bro. Hess, indicates that full legal advice and opinion has been sought and will be presented at a later meeting.

Motion by Zercher and Winger, that Sr. Anna Lane shall continue her present position in the Commercial Department at a salary of \$6.00 per week, plus the price of her boarding, carried.

Motion By Winger and Zercher, that Bro. E. H. Hess, be authorized to confer with Sr. Clara Hoffman relative to her taking up the work of preceptress and general overseer, after she has sufficiently recovered her health; with the thought of relieving her in part of her duties in the Commercial Department, carried.

Motion by Stoner and Engle, that Bro. Musser and Hess confer with Bro. Asa Climenhaga, in reference to act as a regular solicitor for the School, and report at next meeting, carried.

Motion by Engle and Stoner, that we authorize Bro. Hess to confer with, and enter into a contract with Bro. Snoke for the ensuing School Year, and report at the next meeting of the Board, carried.

Report of Finances.

Due Treasurer-----	\$60.72
Cash on Hand-----	51.33
Deficit	9.39

Motion by Zercher and Funk, that Bro. Hess confer with the proper Railroad Officials, with the purpose of obtaining their consent to have that part of the Company's ground in front of the School building, made into a lawn, carried.

Motion by Winger and Stoner, that, in order to have any reduction on Board, a student shall be absent from the School premises not less than forty eight hours, carried.

Motion by Funk and Zercher, that Bro. Hess be authorized to purchase the necessary bedclothing to dress all the beds in the dormitories as a provision for Bible Conference, carried.

Additional Finance report.

Total loan for Maintenance	\$2100.
Endorser for Student's indebtedness	1746.48

WHEREAS, a question has been brought before the Board of Managers by a member of the School Faculty pertaining to the wording of the rules adopted for governing the Student body in their attendance at religious services on the Lord's Day; and,

WHEREAS, a committee appointed by the School Faculty to prepare in abstract form a code of rules governing the conduct of students in dealing with the matter of attendance at religious services have changed the wording which appears in the School Catalogue, from "duties" to the word "services"; and,

WHEREAS, different interpretations in the meaning of the words "services" and "duties" have given rise to unpleasant misunderstandings between various members of the Faculty; and,

WHEREAS, such misunderstandings have a tendency to sever the co-operation and weaken the power and dignity of the Faculty, which in its effect upon the student body will be hurtful to the better discipline of the School; and,

WHEREAS, the full co-operation and confidence between the different members of the School Faculty is ever essential to the highest and best government of the School; therefore,

RESOLVED, that the Board of Managers hereby recommend that those members of the Faculty who have been implicated in the above named misunderstanding, shall seek at once to adjust all differences that may exist; and,

RESOLVED, that we, as the Board of Managers, hereby reaffirm the wording as it appears in the School Catalogue from year to year as the ruling originally approved by the Board of Managers.

Adjourned to meet on the first Friday in January, 1917.

Grantham, Pa., Jan. 5, 1917.

The Board of Managers met in regular business session on Friday, January 5, 1917, with Stoner, Zercher, Funk, Winger and Engle present.

Bro. A. B. Musser, Assistant Chairman, being absent, Bro. Stoner was elected to preside pro tem.

Prayer opening by Bro. Winger. Minutes of previous meeting read and approved.

Report on Art. 1 of last meeting, carried over from the Nov. meeting, shows that the investigation of legal status of the School property is now in course of preparation by an attorney at law, to be presented at a later meeting of the Board.

Financial Report.

In Bank-----	\$98.63
On Hand-----	239.13
Total	<u>\$338.33</u>

A motion, that the Board elect a Bro., who, in conjunction with Bro. E. H. Hess, shall formulate and prepare an expression pertaining to the publication of a Periodical by, and for the especial interest of the School and its work, said expression to be presented for the consideration of the Board at its next meeting.

By closed ballot the Secretary stands thus elected.

Motion by Engle and Winger, that E. H. Hess, J. A. Climenhaga and Joseph Smith, Members of the Faculty, be authorized to formulate an expression, giving valid ground to discontinue offering the Pedagogical Course in our next School Catalogue, said committee together with the remaining members of the Faculty shall also outline the arrangement of the various courses offered, and present their report to the Board at its next general meeting, carried.

Motion by Zercher and Funk, that we authorize the carrying out of Musical instruction as granted in an earlier meeting of the Board, carried.

Motion by Engle and Zercher, that the Board accepts the terms offered by Bro. Asa Climenhaga to take up the work of solicitor at large for the School and enters into contract with him for the ensuing School year, as specified in the terms of contract, with this further condition, that hereafter monthly

a statement relative to his work, covering carfare and lodging expenses, prospective students won, maintenance pledges, endowments and monies solicited, together with an outline of his prospective movement for the ensuing month, said report to be submitted to the Secretary of the Board of Managers in time for presentation at the next monthly meeting of the Board, carried.

Adjourned until the Bible Term week, which meeting will answer for the regular monthly meeting due on the first Friday in February.

Minutes of Meeting held during the week
of the Bible Term. Jan 20-30 1917

Motion by Winger and Zercher, that no further equipment for poultry raising be furnished at this time, carried.

WHEREAS, the Trustee's report of the condition of the present heating system was presented for consideration;

Decided, that the Brethren A. B. Musser, E. H. Hess and E. H. Zercher, constitute a committee to investigate conditions, secure plans, give the approximate cost of installing a new boiler to be used in heating the School building and report at later joint session of the Board, to be arranged for by the committee.

Finances	Cash on Hand-----	\$29.08
	" in Bank-----	259.21
	Total	\$288.29

Motion by Funk and Zercher, in favor of the project, that a committee of two be appointed to inquire into what proportionate part of expenses of said issue, the various departments of the School work may be willing to assume, Hess and Engle were appointed.

Motion, that Hess be authorized to negotiate with the Underwood Typewriter Co. in the exchange of the machines now in use for new machines, carried.

The expense incurred by reason of above legal advice being sought, amounting to \$10.00, said sum was directed to be paid by the Treasurer of the Board of Managers.

WHEREAS, Through the decease of Bishop S. R. Smith, Pres. of the Faculty of the Messiah Bible School; and

WHEREAS, the vacancy was considered in this joint session; it was

RESOLVED, that we proceed by closed ballot to vote our choice, which resulted, by unanimous vote, in favor of Bish. C. N. Hostetter, for Pres. of the Faculty.

Whereas, questions have been raised from time to time, as to the legal right of the Church to the School property; and,

WHEREAS, there should be full information given to the Church at large, in order that confidence may be maintained in the work of the School; therefore,

RESOLVED, that we, the Board of Trustees and Board of Managers, ask for the privilege of a statement and explanation before Conference of 1917, in reference to this question.

Grantham, Pa., 2/24/17.

The Board of Managers of the Messiah Bible School & Missionary Training Home met at 10:00 A.M., to day in special session to consider the installation of a new heating system.

Members present are as follows: A. B. Musser, E. H. Zercher, S. B. Stoner, Samuel H. Wenger and J. B. Funck of the Board of Managers; and J. D. Wingert of the Board of Trustees.

The secretary Eli M. Engle being absent, J. B. Funck was appointed secretary pro-tem by the Vice-chairman A. B. Musser.

Upon motion of S.B. Stoner and E. H. Zercher it was decided to purchase a new set of boilers or heaters for the school building.

Upon motion of E. H. Zercher and S. H. Wenger it was decided to vote by ballot as to which kind of boiler to install, there being two firms represented---J. P. Humphry-vill & Son, and the Keystone Boilers Works of Landisville, Pa. The Board voted unanimously for the Keystone boiler of Landisville, upon the conditions and stipulations as here-in given.

Upon motion of E. H. Zercher and S. H. Wenger it was decided to retain one of the old typewriters for the school instead of trading the three machines for new machines as decided at the last meeting. This would give the school ownership of four machines for instructional purposes.

Upon motion of J. B. Funck and Samuel H. Wenger it was decided that the school should have the privilege of accepting boarders and roomers of workmen on the S. A. Smith Co., Improvements if they see fit to do so.

Upon motion it was decided to elect a committee of three by ballot to work out a plan by which boarders may be accepted, and upon what terms. Committee as elected-- E. H. Hess, A. B. Musser and C. E. Snoke.

CONTRACT

Between the Keystone Boiler & Foundry Co., and the
Messiah Bible School & Missionary Training Home of Grantham, Pa.

We here by agree to furnish 2-3500' Keystone WATER JACKETED
MAGAZINE FEED Water Tube Steam Boilers and deliver them to
Grantham, Pa. for the sum of Seven Hundred Fifty (\$750.00)
Dollars, also,

will furnish one skilled steam fitter (and provide with
piping plan for regrading system) for 40¢ per hour, board and
carefare to be paid by you, to make changes in piping system.

If present boilers (Sears, Roebuck & Co.,) are placed on
cars and tagged to us at Landisville we will allow One Hundred
(\$100.00) Dollars for them, or we agree to assist you in dis-
posing of them, which most likely would return you the greatest
amount of money, the saving in double handling, etc., However,
boilers must be shipped by July 1st or they will not be accepted.

Guarantee: We hereby guarantee the Keystone Boilers for a
period of six (6) years against any defects, excepting grate
bars, also, that boilers are supposed to be in successful oper-
ation by Dec. 1, 1917 or, balance will be held until made
succesful.

Terms: Two Hundred (\$200.00) Dollars to remain unpaid
until December 1st, 1917, balance upon delivery and completion
of work.

SIGNED per Keystone Boiler & Foundry Co.

We hereby accept all of the foregoing, and to pay the
several sums as named above.

SIGNED Messiah Bible School
for Board & Wgr.

Grantham, Pa. March 9, 1917.

The Board of Managers of the Messiah Bible School met at 10, A. M. today with members, Stoner, Zercher, Winger and Engle present.

Bishop C. N. Hostetter Pres. of Faculty being present, led the opening prayer.

Minutes of Regular and special sessions held Feb. 24 were read and approved.

Bro. Stoner Chairman pro tem. A motion by Winger, and Zercher that a committee of three consisting of Bro. Asa Climengaga, Sr. Edna Booser and Sr. Clara Hoffman be authorized to devote attention to more extended Arbor Culture on the School Campus for the year 1917 for the purpose of beautifying the lawns, said committee to present plans to the regular April meeting of the board, how best a sum of \$20.00 or more expended in flowering plants and shrubbery could best be placed in the lawn in order to obtain a satisfactory effect. Committee authorized to encourage suggestions from students in the working out of plan.

Carried.

Motion by Zercher and Winger that E. H. Hess be authorized to proceed in disposing of one of the boilers, and supplying necessary faucets or valves that may be needed, the said work subject however in view of the best advantage to the School's finances.

Carried.

Finances. Cash on hand - - - - \$8.29

In Bank - - - - 178.21

A loan from E. H. Hess of \$500. at .05 per annum.

A motion by Winger and Zercher that Bro. Hess be authorized to make an additional loan, sufficient to meet the contingencies of the School.

Carried.

Grantham, Pa. March 9, 1917.

Board of Managers of the M. B. S. & M. T.H.

We, the undersigned members of the faculty of the Messiah Bible School and Missionary Training Home, do hereby petition you, the Board of Managers of the above named school, to consider the advisability of centralizing, as nearly as possible, the teaching of the School: believing that if the teachers would not be teaching such a variety of subjects more efficient work could be done in every department.

Signed;

John A. Climenhaga

Joe A. Smith

Asa W. Climenhaga

C. B. Eavey

Clara E. Hoffman

Barbara W. Musser

Anna Kipe.

Whereas a petition signed by seven members of the Faculty of the Messiah Bible School was presented to the Board of Managers to consider the advisability of centralizing as nearly as possible the teaching of the school. And whereas this Board in a former meeting has appointed a committee of three members of the Faculty to formulate an expression giving valid ground for discontinuing the Pedagogical course heretofore offered. And whereas said

committee together with the remaining members of the faculty were also authorized to out-line the arrangement of the various courses that shall be offered in the new school catalogue. And, whereas, by virtue of the above said petition the Board of Managers do hereby rescind their former action in the appointment of said committee.

Therefore, Resolved, that we the Board of Managers together with the entire Faculty of the school in joint session meet to consider a method of more nearly centralizing the teaching of the school. And, Resolved that 10 A. M. Saturday March 17th. be fixed as the time and date of said meeting.

Grantham, Pa., March 17, 1917. .

The Board of Managers in a special meeting held on Saturday March 17, 1917, with Musser, Stoner, Zercher, Winger and Engle present, after opening with prayer, took up the work of the day by reconsidering the following preambles and resolution passed, on March 9, 1917;

WHEREAS, the Managing Board recognizing that in its work of the past there may have been evidences of partiality shown to certain Members of the Faculty; and,

WHEREAS, for the highest interest and success of the School, there must be a strong and united effort of co-operation, both on the part of the Faculty, and on the part of the Board of Managers; therefore,

RESOLVED, that every member of the Faculty hereafter shall have the right to present such petitions for consideration, which they may deem of vital importance to the success of the School; and,

RESOLVED, that all such petitions, in order to be considered by the Board of Managers, shall be presented to the Secretary of said Board in time sufficient prior to the meeting of the Board of Managers, to receive proper tabulation.

This resolution as reconsidered and amended, stands as follows:
Inasmuch as the above resolution passed March 9, fails to convey the full sense and conviction of the Board of Managers; therefore,

RESOLVED, that all such petitions coming from individual members of the Faculty, however shall first be considered in the regular Faculty meetings, and shall be thus presented, either through the President of the Faculty or through the Vice President, to the Secretary of the Board of Managers.

Brother J. C. Cassel's resignation as Preceptor after the close of the winter term, was accepted. Bro. Cassel is retained as a Member of the Faculty on "Leave of Absence."

Bro. Benton C. Eavey was elected to fill the office of Preceptor, after Bro. Cassel's resignation goes into effect, for the spring school term.

Bro. Eavey accepts said position, on condition that the Board of Managers shall invest him with authority to deal with conditions as circumstances may demand, without having his authority to act brought into open question.

The herein appended rules shall be his basis of government, himself being subject to the Spirit of the Master.

1. The Preceptor shall have supreme government over the boarding students in their dormitory life.

1. He shall have authority to make and enforce any minor rules that he finds necessary for good government.

2. He shall have power to inflict minor punishments without consulting any one else.

Campassing and rooming.

3. There shall be no appeal from his decisions.

4. He shall have the middle room at his constant disposal.

5. Salary.

Report of the Committee authorized to work out a plan by which workmen of the S. R. Smith Co. could be accepted as Boarders at the Messiah Bible School was accepted, but not considered advisable by the Board of Managers to proceed any farther in said direction, in order to maintain the best moral influence for the School. Amendment to modify decision was carried.

A motion that the committee heretofore elected to outline the courses that shall be offered in the School catalogue for the ensuing year, shall be retained to finish their work; and
RESOLVED, that the President of Faculty shall be associated with them in the work, was carried.

RESOLVED, that the Pedagogical Course as heretofore offered shall be withdrawn from the New Catalogue; and

RESOLVED, that it shall be optional with the committee to substitute instead a two year College Course; and

RESOLVED, that students who may wish to graduate in two separate courses in the same school year shall be required to record four additional units to the requirement for graduation in any one of the regular courses.

A letter of resignation tendered by Bro. E. H. Hess as Vice President of the Faculty, was read, and the following adopted;

Since it is the sense of the Board that the success of the School at this critical juncture, that is, in the issuing of the New Catalogue, the election of, and entering into duties of the new President of the Faculty, as well as an apparent spirit of dissatisfaction in certain members of the Faculty, is dependent upon a strong and united effort between the Board of Managers and the present officers of the School Faculty; therefore,

RESOLVED, that the Board of Managers at this present time cannot accept the tendered resignation of Bro. Hess; and,

RESOLVED, that the Board of Managers shall more precisely outline the line of duties, responsibilities, and privileges, that shall devolve upon him as Vice President of the Faculty, for his future guidance and protection from unmerited criticism.

A motion, that the President and Vice President of the Faculty together be authorized to negotiate with, and engage the teachers for the coming school year, and present their report for approval by the Board of Managers at the next meeting of said Board, was carried.

Motion to retain Bro. J. C. Cassel's name on the catalogue as a member of the Faculty "on leave of absence", carried.

Adjourned to meet on Thursday April 5, at 10.00 A. M.

Grantham, Pa., April 5, 1917.

The Board of Managers of the Messiah Bible School met at 10.00 A. M. April 5, 1917, in the Chapel, with Musser, Stoner, Funk and Engle present.

The meeting was opened by prayer.

(1) A motion, by Engle and Stoner, that the Bible Term heretofore held in connection with the winter school term, shall be published in the School Catalogue for the ensuing year, said Bible Term to continue from Saturday January 19, 1918 to Sunday January 27, 1918 inclusive, was carried.

(2) Upon motion of Winger and Stoner, Sr. Edna Booser was elected Preceptress, in the place of Sr. Clara E. Hoffman, who desires to be, and hereby is relieved from said office, for valid reasons.

(3) On motion by Stoner and Winger, it was decided to accept the offer presented by the S. R. Smith Family, in reference to "Ridpath's Library of Universal Literature," owned by Eld. H. L. Smith, previously an active member of the Faculty, now on the Mission Field of India. The proposition was as follows:

The entire work was offered at \$40.00. The Board of Managers paying \$10.00, the S. R. Smith Family agrees to pay \$30.00 of the purchase price, in order that said work may be added to the School Library.

(3½) The Board of Managers voted an expression of appreciation and thanks to the S. R. Smith Family for their very liberal donation to the School, together with a similar expression to Bish. C. N. Hostetter, President of the School, who donated \$10.00 of the purchase price on behalf of the Board of Managers, thus making the entire "set" a free donation to the School Library.

(4) Financial report was given by the Treasurer.

Cash in Bank-----	\$.14
" " Drawer-----	.61
Total	\$.75

(5) A motion by Engle and Stoner, that no reduction on boarding be granted to students, except upon absence of three or more consecutive days, from the School premises, was carried.

(6) Upon motion by Stoner and Winger, it was decided that the Catalogue rate of boarding for 1917-1918 shall be fixed adjustable to food prices, a minimum rate \$3.00 and a maximum rate of \$3.50 per week.

(7) A motion by Stoner and Winger authorizing Bro. E. H. Hess to have two additional windows cut in the Bank room, for the benefit of the Preceptor, was carried.

(8) The report of the Committee authorized to outline the courses that shall be offered in the next Catalogue was presented, and upon motion by Funk and Winger it was decided to accept said outline for publications.

Adjournment to meet the first Friday in May at 10.00 A. M. at Grantham, Pa.

Grantham, Pa. April 5, 1917.

A joint meeting of the Trustees and Managers was held on Thursday eve, April 5, 1917, with Hoffer, Winger, Stern, and Musser of the Trustees, and Stoner, Funk, Musser and Engle of the Managers present.

Prayer opening by Bishop I. H. Stern.

(1) Minutes of a previous meeting read and approved.

Financial report of Treasury of Trustees and Treasury of Faculty show a joint indebtedness of approximately \$5100.00 on Real Estate and Maintenance.

(1¹/₂) The following statement will approximately show the financial standing of the School at the opening of the School year 1917-1918, unless alleviated by liberal donations.

Balance of Indebtedness on Real Estate-----	\$2000.00
Total Indebtedness on Maintenance-----	3100.00
Students' doubtful Notes-----	700.00
Approximate deficit 1916-1917 for Maintenance----	1000.00
New Boilers-----	900.00
Approximate cost of installing Boilers-----	100.00
Total	\$7800.00

(2) A motion by Engle and Stoner that Bro. E. H. Hess and Bro. A. B. Musser be authorized to superintend the excavation for placing the New Boilers, together with the excavation and construction of a passage way for removing the ashes from the boiler room, was carried.

(9) The committee of three appointed at the meeting held March 9, to devote more extended Arbor Culture on the lawn and campus of the School, during the summer of 1917, reported that the sum of \$20.00, thus far donated for this purpose could either in part, or entirely, be wisely expended in plowing up the soil, grading, fertilizing, and sowing of lawn grass seeds, before making any special effort in planting shrubbery or flowering plants.

The report was approved, and the committee encouraged to proceed as seemed in their judgment to be the better method.

(3) A motion by Hoffer and Stoner that a number of Pennsylvania Brethren be selected by this joint meeting who shall be called into a special council to look into the School situation, financial, and otherwise, and seek the best advice in order that the School effort in the East may be successfully continued, was carried.

(3½) The following Brethren were selected:

Noah Z. Hess,	Harry C. Shank,
Jacob R. Kuhns,	Benj. Brubaker,
Henry O. Musser,	H. E. Wolgemuth,
Graybill Mann,	David Hostetter,
J. B. Niesley,	Reuben N. Hostetter,
Harvey Light,	William Kreider,
Frank Long,	William Hykes,
Frank Kipe,	M. H. Oberholzer,
David Eyer,	Ed. Hess,
Harvey Stoner,	Lewis Ausherman,
A. H. Martin,	Simon Hollinger,
H. K. Kreider,	D. V. Heise,
Samuel Bert,	J. D. Keefer,
John L. Musser,	Samuel Sollenberger,
C. Z. Hess,	Irwin Musser,
Jacob Myers,	Joseph Smith,
B. S. Herr,	A. Z. Hess,
Levi W. Martin.	

(4) The Secretaries, Stern and Engle, were authorized to formulate a letter, setting forth the purpose of calling together the above named persons at a meeting to be held at the Messiah Bible School at 10.00 A. M. April 17, 1917, and were also instructed to forward a copy of the same to each person named above.

The business before this session being concluded, the meeting adjourned.

The next joint session of Trustees and Managers subject to call of the Chairman of the Board of Managers.

Expressions were then called for from patrons to which S. B. Stoner, Ed. F. Hess and Eli M. Engle responded.

Eli M. Engle and Sam'l H. Wenger moved that the deed to the property be read. The deed was read in part, also the decision of Fox and Geyer as to the legal status of the property in relation to the church.

The following preambles and resolutions were ~~###~~ passed; on motion of Enos H. Hess and J. D. Wingert.

Whereas, the condition of the Messiah Bible School and Missionary Training Home was considered financially, socially and morally by the body here assembled; and

Whereas, the future success of the school is dependent upon continued support morally, financially and patronage by the brotherhood especially from Pennsylvania; therefore,

Resolved, that an effort be made to raise the present obligations outstanding of approximately \$8000.00 with the condition that for the future no new buildings or extensions be instituted by the management entailing an expense exceeding \$500.00 unless 75% of the estimate cost of such building or extension has been pledged or paid in thereto; and,

Resolved, that no additional new building be begun with a debt exceeding \$500.00 on previous extensions or new buildings.

On motion of S. B. Stoner and Zercher decided that A. B. Musser shall receive the money contributed to the indebtedness.

On motion of Eli M. Engle and Ezra Zercher decided that the building indebtedness be paid first and the balance be used toward the maintenance indebtedness.

On motion of Ezra Zercher and J. D. Wingert decided that this body recommend that an effort shall be made to have an opportunity afforded of giving a public statement in the different districts concerning the considerations and decisions of this conference.

Fire Insurance policies held by the school

Building

Brethern Fire Aid - - - - - \$5000.00

Dubuque Fire & Marine, Dubuque, Ia. 2500.00

J. W. Fehl, Lanc. Agent

Five years Feb. 23, 1912-17

Mutual Fire Ins. Co., Hummelstown, Pa. - - 1500.00

Ten years Feb. 5, 1912-22

Sterling Fire Ins. Co.

Five years Oct. 15, 1913-1918 - - - - 3500.00

Contents

Mt. Joy Mutual, Mt Joy - - - - - 2500.00

Feb. 6, 1912-

Bishop C. N. Hostetter shall be employed for the school year of 1917-18 as president and shall be paid the sum of \$100.00 toward his travelling expenses. He shall be expected to be at the school at the monthly Board of Managers meeting and as much oftener as circumstances require.

Enos H. Hess shall be employed for the school year 1917-18 and serve as Vice president and secretary and as principal of the science department at a salary of \$600.00 with \$500.00 to be refunded as a pledge to maintenance or indebtedness. He shall have one months vacation

Edna Booser shall be employed as a teacher in language and biology and as principal of the language department at a salary \$42.50 per month of four weeks for ten months. She to pay board at the rate of \$15.00 per month of four weeks, as a minimum and \$17.50 per month as a maximum. The 40th. week shall be spent in school work or advanced study.

An agreement between the Board of Managers of the Messiah Bible School and Missionary Training Home and John A. Climenbaga.

The first party hereby agree:

(1) To employ the second party as registrar, principal of the Bible Department and Music Department, and teacher of Bible Doctrine, Bible Outline, Bible History, Missions, And such Music as may be called for by students of the above named school; with the understanding that should there not be sufficient music called for to make the equivalent of thirty periods a week in conjunction with the Bible subjects named, he shall be given such other subjects as the Vice President and Board of Managers deem advisable to make up the deficiency up to and including thirty periods per week.

(2) Private students in voice and expression shall be charged fifty cents per lesson, the sum to be divided as follows, thirty five cents to the teacher and the remainder to the school, periods taken up by private students not to be reckoned in the requirement mentioned in Clause 1.

Clara E. Hoffman shall be employed as a teacher and acting principal of the Commercial Department, as librarian and general house keeper at a salary of Forty Two and one-half Dollars per month of four weeks, for a period of ten months. The compensation for the vacation period shall be commensurate with the work required.

Joes. Smith to be employed at \$45.00 per month for the school year of 1917-18 for a period of ten months, the 40th. ~~####~~ week to be devoted to solicitation for the school or advanced study to the interest of the school, he to teach six subjects, and be in charge of the Missionary Department.

C. Benton Eavey shall be employed as a teacher in english and mathematics and principal of the english department at a salary of \$350.00 for teaching five subjects (3 english and 2 mathematics) and \$50.00 for preceptorship. The 40th. week shall be spent in school work or advanced study in line with his school work.

Anna B. Lane shall be employed as a teacher in the commercial department and assistant in the office work of the school at a salary of forty dollars per month for ten months. The 40th. week shall be spent in working for the school or in advanced study in the interest of the school.

TERMS OF CONTRACT.

We, the Board of Managers of the M. B. S. & M. T. H., agree to pay Asa W. Climenhaga at the rate of Forty Dollars (\$40.00) a month with the following conditions.

- (1) He shall travel and teach for the above named School during the summer of 1917, and the school year of 1917 and 1918.
- (2) He shall travel through out the Brotherhood in the interest of the School, during the summer of 1917, and during the Fall of 1917, and during the winter of 1918.
- (3) He may also have the privilege of holding short series of meetings during the year.
- (4) He may return to Grantham during the Fall term and take the time needed to complete the studies needed to complete the studies he is now taking from the Chicago University.
- (5) He shall return to the School for the Spring term and teach penmanship, drawing, Bible Biography, and one other subject of a literary nature.
- (6) During the Spring term he shall continue to keep in touch with the public.
- (7) Besides the \$40.00 a month, his traveling expenses will be met, which includes carfare and sleeping department, not board.
- (8) Any offerings which he receives for holding revival meetings, and any private donations may be held as his own. All other offerings and donations will belong to the School.
- (9) The time spent in holding revival services and in study, will not be considered as time spent for the School. The \$40.00 a month will only be paid when working in the interest of the M. B. S.
- (10) When he is in Grantham he may board at the dining hall at the regular rate to students.

Grantham, May 4, 1917.

The Board of Managers met in regular monthly session at Grantham at 10:00 A. M. May 4, 1917, with Musser, Stoner and Engle present.

Formal opening by prayer.

(1) A legal quorum not being present, a motion to substitute the Brethren, C. N. Hostetter and I. E. Graybill to serve in the Board of Managers for this session, in order to be able to transact business legally, was carried.

(1) Minutes of the April 5th meeting being read, were approved.

(3) A motion, by Stoner and Graybill to seek to engage Bishop J. R. Zook to conduct the evangelistic services to be held during the continuance of the next Bible Term, carried.

(4) A motion by Engle and Stoner, that a special evangelistic effort be authorized at the School, to be opened on the first Sunday eve following the opening of the fall term, Bishop C. N. Hostetter to conduct said effort, was carried.

(5) A motion, that the official heading on the School stationery be changed, a limited supply authorized to be printed carrying the names of the present official heads of the Faculty, was carried.

(6) Finances	In Bank	\$248.31
	Cash on hand	5.32
	Total	<u>\$253.63</u>

Balance on hand however is subject to the payment of the teaching force for one months salary.

(7) A motion, by Hostetter and Engle, that \$25.00 be appropriated for varinsh, to be applied during the summer vacation, to the most defective parts of the first and second floors fo the building, carried.

(8) A motion, by Hostetter and Graybill, authorizing the salaries of Clara Hoffman and Edna Booser be increased at the rate of \$2.50 per month and that of Asa Climenhaga at \$2.00 per month, carried.

(9) A motion, by Engle and Stoner, that Bro. E. H. Hess receive \$50.00 ~~\$50~~ per month for twelve monts, and Bro. C. N. Hostetter receive sufficient to cover all his legitimate expenses in his relation to the School and its work, was carried.

(10) RESOLVED, that the placing of the Members of the Faculty, at the heads of the various departments inthe School for the ensuing shcool year, be authorized in the following order; Brother Hess Science, Sister Booser Modern Language, Bro. John Climenhaga Bible, Sister Hoffman Commercial, Bro. Eavey English, and Bro. J. Smith Missionary,. Resolution adopted.

(11) By motion it was ordered that the legitimate ~~aarfare~~ expenses of the respective members of the Board of Managers, in their attendance at all business sessions during the coming school year, shall be paid.

(12) The Secretary of the Board of Managers was instructed to correspond with Bishop H. K. Kreider in respect to have him interview Bro. Harvey Light, Cleona, as a prospective candidate, to serve on the Board of Managers.

(13) An expression of the high appreciation of the Board of Managers, of the very liberal pledged donation of \$2500. by Bro. Wm, Hykes towards the erection of a Special Library and Gymnasium building for the School, was ordered to be placed upon the minutes of the Board of Managers.

(14) The report of the Board of Managers to General Conference 1917, was submitted for consideration, and with the insertions of some suggested changes, was adopted.

(15) A correspondence through the Secretary, with the Members of the Board of Managers not present, at this meeting, was ordered, relative to the privilege of Bro. John Climenhaga to solicit funds to purchase an instrument for Musical Instruction.

(16) The Schedule and stipulated salaries for the respective teachers for the school year 1917-18 was prepared, and authorized that it be put in convenient form for filing on the permanent record of the Board of ~~Mannagers~~.

Managers with Trustees met June 21st about 12.30 P. M. with Stoner, Zercher, S. H. Winger, Funk and Engle of Managers, and J. D. Winger, Hoffer and Stern of the Board of Trustees, present. In the absence of the Assistant Chairman, Bro. Musser of the Board of Managers, Bro. Hoffer presided.

Meeting opened by prayer led by Bro. Stoner.

(1) Decided that the Faculty shall grant a certificate of proficiency to students, who shall have the requirements of a two yearhigh school course, one year's work having been taken at the Messiah Bible School.

(2) Motion by Zercher, Board of Managers, and J. D. Winger of the Board of Trustees that the publication of a periodical issued quarterly be authorized, the January number to supply the place, and contain the regular program for the Annual Bible Term, held in the month of January of each year; the second quarter to contain the report of the Alumni; the third issue shall be a full report of the finances as well as a report of the general work of the School, especially designed for the use of the Board of Trustees and the Board of Managers, and all persons interested in the spiritual, educational and financial development of the School, carried. The several issues shall be edited and compiled by the officials in actual charge of the various phases of the School work specified.

(3) WHEREAS, the inter-relation of the teachers and officers of the School has never been clearly defined by the Board of Managers; and,

WHEREAS, the Board of Managers know and have experienced that all successful business enterprises are conducted on definite methods of organization and departmentization in which all parties concerned are given their respective duties, and responsibilities for which they are held strictly accountable; and,

WHEREAS, The Board of Managers recognize the fact that they are not close enough in contact with the internal needs and exigencies of the work of the Messiah Bible School to give specific directions for the successful operation of the work of the School as generally obtains for the responsible offices in charge of the work as a whole, or of a department; and,

WHEREAS, the same condition of lack of immediate contact also obtains for the President of the Faculty, who ordinarily is the responsible directing officer; therefore,

RESOLVED, that we, the Board of Managers, in order to provide for the successful operation and internal working of the Messiah Bible School, hereby recognize and empower the Vice President of the Faculty as the responsible officer in charge, unto whom the other officers, teachers and employees are expected to accord that respect and deference that ordinarily obtains toward the

responsible officers in charge; and,

WHEREAS, the proper working out of the above policy may give rise to differences of opinions as to what the proper duties and responsibilities are of the different officers, teachers, and employees; and

WHEREAS, it is the purpose of the Board of Managers to encourage initiative in all of the officers, teachers and employees of the School; therefore,

RESOLVED, that when anyone thinks they are not being fairly and honorably dealt with, they shall first file their exceptions to the person in question in the spirit of Matthew 18 with the hope of effecting reconciliation of the differences involved; and,

RESOLVED, that when such differences cannot be satisfactorily adjusted, the appellant shall then have the right to report the matter to the higher ranking officer in the department in which the difficulty arises; and,

RESOLVED, that in the event that said highest ranking officer cannot bring about a satisfactory adjustment of the matter in question that it can then be reported, either by the appellant or defendant to the President of the Faculty or to the Board of Managers for final adjustment and disposition.

The above preambles and resolutions authorized to be drawn by the Secretary of the Board of Managers in concurrence with the co-operation of the President of the Faculty stand sustained by this joint session of managers and Trustees for the coming school year.

(4) Treasurer's Report	Bank Deficit	\$253.25
	Cash on Hand	51.77
	Actual Deficit	\$201.48

(5) Motion, by Zercher and Funk that Bro. Hess be authorized to make a short loan to bridge over present needs, carried.

(6) Motion, by Stoner and Winger, that Bro. Hess be authorized to have a dumb waiter constructed for the pantry, carried.

(7) A motion, by Winger and Stoner, that a minimum of three joint meetings of the Board of Managers and Board of Trustees be held annually, said meetings to be arranged for, as the exigencies of the situation may demand, was carried.

(8) A motion, by Zercher and Stoner, that E. H. Hess be authorized to ascertain the intentions of those who pledged monies for the use of the Messiah Bible School at General Conference, 1917, whether it shall be used in the direct Maintenance of the School or as a permanent Endowment Fund, was carried.

S. B. Stoner to receive the Conference contributions instead of Bro. Musser.

(9) Motion by Engle and Funk that H. B. Hoffer, S. B. Stoner and A. B. Musser constitute a committee to investigate safe and good sources of investment for the monies on hand for a permanent school endowment fund, and report to the Board of Managers at its next meeting for approval and final action, carried.

(10) A motion by Winger and Engle that Bro. Samuel Stump shall at once be granted his diploma, which has hitherto been withheld upon valid grounds, carried.

(11) On motion of J. D. Wingert and S. H. Wingert, decided that Bro. Asa Climenhaga should extend his canvassing trip in the interest of the School as far as California, provided the encouragement received would seem to warrant this extension of the trip; also decided that he shall by correspondence, keep in touch with Bro. E. H. Hess in relation to his work.

(12) A motion by Wingert and Zercher, that Bro. Hess be instructed to advance Bro. Climenhaga \$30.00 to start upon his trip, carried.

(13) A motion by Bro. Hostetter and Stoner, that a committee of three be appointed to prepare a program for the Bible Term to be held in January 1918 and to present same at the first or second ensuing meeting of the Board of Managers to pass upon, carried.

Grantham, Pa., April 3, 1918.

Board of Managers Meeting held at the Bible
School

Session opened at 9:30 A. M. by prayer led by H. B. Hoffer. Members present, A. B. Musser, S. B. Stoner, J. B. Funk, Sam. H. Wenger and E. H. Zercher. H. B. Hoffer was substituted for Eli M. Engle. C. N. Hostetter and Enos H. Hess sat with the Board. E. H. Zercher served as Secretary protem instead of Eli M. Engle.

Asa W. Climenhaga being in town was asked to give a verbal report of the progress of his work. His report was quite encouraging.

WHEREAS, certain investments for the Endowment Fund were approved at a former joint meeting of the Board of Trustees and Board of Managers, namely, \$2000 in 5% mortgage bonds guaranteed by the Allison Hill Trust Co. of Harrisburg, Pa., and three \$400 Albach Dover Bonds with three (3) shares of common stock; and,

WHEREAS, criticism has been offered in reference to the Albach Dover investment; and,

WHEREAS, the Endowment investments should as far as possible be such as to meet with general favor; therefore,

RESOLVED, that since an opportunity presented itself to dispose of the Albach Dover Bonds by the Treasurer of the Endowment Fund, A. B. Musser; be it further
sale of the

RESOLVED, that the Albach Dover Bonds, and the purchase of a \$1000 Mortgage Bond of the Allison Hill Trust Co., be confirmed.

Since there is a balance of nearly \$350 in the Maintenance Fund Treasury and there are prospects of receiving more money through the efforts of Asa W. Climenhaga; be it

RESOLVED, that another \$1000 Allison Hill Mortgage Bond be purchased. Above mentioned motion & second by Hoffer and Wenger.

RESOLVED, that the School be authorized to receive bequeathments from individuals, which shall be interest bearing to the donor during his life at a maximum of five per cent per annum. The donor shall each year be given a promissory note by the school for the interest of the original bequeathment at such rate of interest as may be mutually agreed upon within the above limit. Above motion by Zercher and Stoner.

RESOLVED, that money given to the Student Aid Fund shall be distributed to such students as shall be recommended by the Faculty and approved by the Joint Board of Trustees and Board of Managers.

Finances	Cash in Bank	\$1.96
	" on Hand	5.82
	Total	<u>\$7.78</u>

Received from Asa W. Climenhaga today, \$317.09.

Note of \$500 was paid since the last Board meeting. This is the last of outstanding obligations except a note of \$986.08 given to the Grantham National Bank as collateral security for notes owing the School by former students.

Tuition for Model School to children outside of Orphanage for spring term and school year of 1918-19 shall be:
 50¢ per week for children under 10 years and 60¢ per week for children over 10 years. The Model School shall furnish the books and the patrons the stationery. Above passed on motion of Stoner and Wenger.

A joint report for the Trustees and Managers shall be made for Conference for approval at the next monthly meeting.

A 3 ft. walk leading from the front walk to pump house on west side of School was considered and concluded to have the same made to be in charge of Enos H. Hess.

A. B. Musser and Enos H. Hess were appointed to look after the interests of the school in reference to land belonging to the Long farm.

Decided, on motion of Zercher and Funk, to charge \$100 as rental for the chapel by the Grantham Church and Sunday School.

Adjourned to meet May 3d.

Grantham, Penna., May 3, 1918.

The Board of Managers of the Messiah Bible School and Missionary Training Home met for regular business at ten A. M. May 3d with A. B. Musser, S. B. Stoner and Eli M. Engle present.

A legal quorum of the Board not being present, Bishop C. N. Hostetter, president of the Faculty, was elected to act as a member of the Board for the present session. The decisions passed to, however, can only be finally adopted by confirmation by a legal quorum of the Board.

Formal opening by prayer.

m The minutes of the last meeting were read and approved.

A motion by Stoner and Engle that Bro. C. N. Hostetter be elected to deliver the Baccalaureate sermon on Sunday, June 2nd, to the Graduating class, was carried.

Decided also that Bro. L. O. Musser be elected to deliver the addresses at the commencement exercises on Wednesday, June 5th.

Whereas, the report of the committee appointed to negotiate with the various teachers for the school year 1918-19, has not been fully completed;

Therefore, Resolved, that final approval and confirmation shall be deferred until the completed report be presented at a later session of the Board.

over-

April
Grantham, Pa. 17, 1917.

Minutes of a special meeting held in the Bible School chapel at the call of the Board of Trustees and Board of Managers as per decision of joint meeting held Apr. 5, 1917.

Persons present:

Bishops, H. B. Hoffer, J. D. Wingert, Isaac Stern, M. H. Oberholser, C. N. Hostetter, H. K. Kreider and S. B. Stoner.

Elders, Eli M. Engle, J. B. Funk, N. Z. Hess, B. Frank Long, A. Z. Hess, J. B. Neisley, H. C. Shank and H. O. Musser.

The brethren, A. B. Musser, Ezra H. Zercher, Sam'l H. Wenger, R. N. Hostetter, C. Z. Hess, B. S. Brubaker, Harvey Stoner, Aaron H. Martin, Ed. F. Hess, D. M. Book, C. F. Gruber, Harvey G. Light, Hiram Wolgemuth, J. R. Kuhns, Levi Martin, G. J. Mann, D. F. Kipe, Wm H. Hykes and I. E. Graybill.

The faculty, Enos H. Hess, Edna Booser, J. A. Climenhaga, Clara E. Hoffman, Barbara W. Musser, Jos. A. Smith, Asa W. Climenhaga, C. Benton Eavey, Anna Kipe, Anna Lane and J. Avery Engle.

The meeting was organized by electing N. Z. Hess, Moderator and H. K. Kreider assistant Moderator. Enos H. Hess was elected Sec. J. D. Wingert and A. B. Musser were called upon to give the purpose of the meeting. After a brief statement by them, Enos H. Hess was called upon to give a statement of the financial condition of the institution.

School year	1910-11	1911-12	1912-13	1913-14	1914-15	1915-16	1916-17	Total
Receipts for room rent	\$163.91	\$ 604.80	\$ 753.74	\$ 982.10	\$1130.10	\$ 894.75	\$ 708.51	\$ 5237.91
Amount paid for light and fuel	212.26	530.44	489.92	571.09	527.02	593.43	889.95	3814.11
Amount received for light and fuel from students	124.72	181.68	382.11	301.78	305.88	257.76	1553.93	
Building Extensions		34.38	1624.21	648.88	612.49	118.36	3038.32	
Tuition Received	277.85	920.14	1204.87	1904.86	2078.67	1855.01	1734.13	9976.13
Teachers' Salaries	1499.83	2287.36	2500.10	3249.35	3565.73	3590.48	3800.00	20492.85
Full time Teachers	3	5	8	8	8	8	8	
Part time teachers	3	3	4	3	5	4	6	
Ratio of Tuition to Salaries	1:5.39	1:2.49	1:2.07	1:1.71	1:1.72	1:1.94	1:2.2	
Donations	1693.42	1541.98	962.93	1219.17	1494.33	938.54	585.18	8435.55
Net Gain	706.97	739.07	987.20	1083.60	1769.85			5286.69
Net Loss						106.52	*1000.00	1106.52
*Estimated.								

Resolved that the Board of Managers hereby express their appreciation and acceptance of the offer of the Graduating class of 1918 to meet the expense of installing an additional equipment for light purposes, costing approximately \$25.00., and,

Resolved, that a vote of thanks be tendered E. D. Rotz, of Chambersburg, Pa., and N. J. Harmon, Mount Joy, Penna., for the very kind and liberal donations of mounted specimens of Birds and Animals, made separately by them to the school; and,

Resolved, that Bro. E. H. Hess be authorized to construct additional case room for mounts, as the needs may require.

The joint report of the Trustees and Managers to General Conference as prepared, was read and approved.

Grantham, Penna., June 6, 1918.

The called joint meeting of Trustees and Managers was changed to a meeting of the Board of Managers, by reason of the absence of a legal quorum of either Board. Members of Trustees present, - J. D. Wingert, I. H. Stern; Managers, - S. B. Stoner, A. B. Musser, S. H. Wenger and Eli M. Engle. The Trustees present were elected to act with the Managers. C. N. Hostetter and E. H. Hess sat with the Board. Formal opening by prayer. Minutes of previous meeting read and approved.

On motion of J. D. Wingert and S. H. Wenger decided that A. B. Musser and E. H. Hess be authorized to make an effort to get a bridge across the alley between the S. R. Smith Estate residence and the J. A. Climenhaga residence.

On motion of S. H. Wenger and J. D. Wingert decided to appoint a committee of three, including the chairman, A. B. Musser, to look into the advisability of securing a refrigerator plant for the school. Committee appointed in conjunction with A. B. Musser, E. H. Hess, S. B. Stoner.

On motion of I. H. Stern and J. D. Wingert it was further decided that each member of the Board investigate the question of refrigeration, separately, and report their findings to the committee, and that the committee be authorized to purchase and instal a refrigerator plant if they see proper.

On motion of S. B. Stoner and S. H. Wenger that an Auxiliary Board of three sisters shall be appointed by the chair whose duty it shall be to visit the school once or twice a year, or oftener if necessity require, to give such instruction and advice to the matron along the line of provisioning and general housekeeping, as they may see proper, or as the matron may request, the chair appointed Srs. L. O. Musser, S. H. Wenger and Sister E. H. Hess as the committee.

The Board of Managers were advised to encourage contributions to the travelling fund for students, outside of Penna.

On motion S. H. Wenger, S. B. Stoner, Enos H. Hess and Clara E. Hoffman were appointed a committee to formulate rules for the issuance of Commencement invitations, etc., for the ensuing school years.

Finances,-	In Bank,	\$220.05
	On hand,	<u>23.89</u>

Unpaid coal bill	\$268.63
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Due teachers,	184.93
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Due from students, approximately	\$200.00
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On motion of I. H. Stern and S. H. Wenger, decided that all money subscribed through subsequent solicitation of Ass W. Climenhaga, together with unpaid pledges, in so far as the donors may concur, shall be paid into the Endowment Fund, and E. H. Hess be authorized to make temporary loan of such money as he may need for current expenses of general maintenance up to the

end of the school year, at which time an effort shall be made to raise the amount of the deficit for the current year by the Board of Managers.

On motion of S. H. Wenger and I. H. Stem, S. B. Stoner and A. B. Musser were appointed to constitute a committee to confer with the Grantham and Cumberland districts and if agreeable to both districts, to invite General Conference of 1919 to meet at Grantham, Penna. on condition that the church districts in general consent to have General Conference meet the first Thursday in June instead of the third Thursday in May, as heretofore.

Board adjourned to meet first ~~Thurs~~ Friday in October unless especially called by the chair.

Bish. C. N. Hostetter shall be employed for the school year of 1918-19 as president and lecturer and shall be paid the sum of \$100.00 and his travelling expenses.

He shall be expected to be at the school at the monthly Board of Managers meetings and as much oftener as circumstances may require.

Enos H. Hess shall be employed for the school year 1918-19 and serve as Vice President and Secretary and as principal of the science department at a salary of \$600.00. His duties for the summer vacation period shall be to close the books including the taking of inventories, ordering supplies for the ensuing year, issuing of report to Board of Trustees and Board of Managers for the previous school year and keeping the correspondence looked after by a stenographer to be paid by the school.

He shall receive what he may be able to earn in teaching subjects during the summer school session.

Edna Booser shall be employed as a teacher in language and biology and as principal of the language department at a salary of \$47.50 per month of four weeks, for nine months, with a maximum teaching schedule of seven daily periods preferably six. She shall have all the tuition from students taught by her during the summer session.

She shall have her board and room rent at the same rate as charged to students but will not be required to pay light and fuel charges.

John A. Climenhaga shall be employed as registrar and teacher in and principal of the Bible and Music Departments with a teaching schedule of 30 periods per week exclusive of chorus at a salary of \$60.00 per month of four weeks for nine months.

Note students in voice and expression shall be charged fifty cents per lesson. Seven of which shall go to the teacher and three to the school. The private student periods shall not be reckoned against the thirty period schedule.

Clara E. Hoffman shall be employed as a teacher and acting principal of the Commercial Department, as librarian and general house-keeper at a salary of \$47.50 per month of four weeks for a period of nine months.

The compensation for the vacation period shall be commensurate with the work required. The amount of teaching required from her will depend upon the amount of supervision work needed in the kitchen and general house-hold affairs.

She shall be charged the same rate that students pay per board and room rent, but shall not be charged for light and fuel.

Mrs. J. A. Climenhaga shall be employed as an assistant teacher in the Bible Department to teach two daily periods at a salary of \$2.00 per subject per week. One subject shall be the Missionary line, the other to be selected later.

C. Benton Eavey shall be employed as instructor in the Messiah Bible School; he shall have charge of the English Department, teaching all English subjects; in addition to these he shall teach enough Bible subjects to make a schedule of not more than six periods daily. The consideration for such services shall be \$450.00 dollars for the year of nine months.

He shall be employed as preceptor by the Messiah Bible School under the following conditions:

1st. The preceptor shall be supreme in the government of students in the dormitory.

2nd. He shall have power to make any minor rules that he may find necessary for good government.

3rd. He shall have power to inflict punishment for minor offenses without consulting any other person, except when any offense deserves the giving of demerits marks when the discipline committee shall be conferred with.

4th. There shall be no appeal from his decisions.

5th He shall have the middle room, known as the "Bank" for his office.

5th The consideration for such services shall be \$60.00 for the year.

C. Benton Eavey shall be employed as Superintendent of the Mission work of the Messiah Bible School. His duties shall be:

To have the general charge and supervision of aggressive missionary work by the student body. The work to be in co-operation with the other spiritual interests of the school and church of the district.

In order to be in closer contact with the students and to exert his moral influence he shall room and board at the School building under the following terms:

1st He shall have Rooms 61 and 62 at the sum of regular rates except light and heat, which shall be free, for the school year.

2nd He shall pay board at the same rate charged the students.

Anna B. Lane shall serve as teacher the coming year, to teach five subjects or periods, attend to the office sales and the general correspondence, and teach two periods of physical culture (or provide a substitute) for the sum of \$47.50 per month of four weeks for the school term of nine months.

She shall be allowed to room and board outside of the school building if she so desires.

For any additional periods she shall be paid \$1.25 per week per subject.

Grantham, Pa., Nov. 8, 1918.

Messiah Bible School.

The Board of Managers met at 9.00 A. M. with the following members present: - A. B. Musser, L. O. Musser, Clayton Engle, Samuel Wenger and S. B. Stoner. The meeting was opened by prayer by Samuel Wenger.

(1) On motion of L. O. Musser and C. Engle, decided to pay Barbara Musser Fortyeight and 50/100 Dollars per month. Also Edna Booser and Clara E. Hoffman the same advance of \$1.00 per month on account of the raise in board ~~at~~ from \$3.50 to \$3.75 per week.

(2) On motion of Wenger and Stoner decided to pay Sr's Alma and Lela Cassel and Grace Book \$1.50 to \$1.75 per subject per week, varying according to size of class and subject taught.

(3) On motion of Wenger and Engle, decided to postpone purchase of museum cabinet indefinitely. (Note, Bid for lumber required for cabinet, by Beetem Lumber Co. being \$44.)
Carlisle, Pa.

(4) Auditing Committee appointed at previous meeting met at the Bible School Nov. 7th and after examining the books for the year 1917-18, expressed satisfaction in finding ~~them~~ correct according to the best of their knowledge and belief. Signed by the members present,

Geo. C. Haagen
A. H. Martin.

(5) Whereas, Mary E. Hoffman was employed to teach the Model School

at \$47.50 per month; and,

Whereas, Satisfactory arrangements could not be made with the
Boards of School Directors of Upper Allen Township Cumb. Co., and
Moneghan Township twp. York, Co., for the opening of the school; and,

Whereas, Sr. Hoffman had better positions offered her which she re-
fused and is now helping in the culinary department of the school at
\$5.00 per week with board and room; therefore,

Resolved, that we express our grateful appreciation for the devo-
tion and sacrifice that Sr. Hoffman has made in behalf of the school
and extend a vote of thanks to her; and,

Resolved that we confirm her employment for the culinary depart-
ment and would be glad to have herecontinue with us until definite
arrangements can be made for the opening of the Model School.

(6) FINANCES:

Due Treasurer	\$69.62
Cash on hand	3.42
Borrowed from Martha Kauffman,	166.57
" " Grantham Bank,	500.00
Previous loan unpaid at Bank,	200.00
Notes paid since Sept. 11,	727.00
Amount of donations rec'd since Aug. 24, and not turned over to Endow ment fund treasurer	475.68

Onmotion of Engla and Wenger Bro. Hess was authorized to make a
loan sufficient to cover expenses to opening of winter term.

(7) The Bible Conference Program as presented by the committee
"previously appointed" was accepted as far as finished and

Bros. Hess, Stoner and Hostetter were appointed to supply subjects
for vacant periods.

(8) Wenger and Engle appointed to look over Bro. Snoke's property
and report as to fair price for it.

(9) On motion of C. E. Hostetter and L. O. Musser decided to build
a porch to south end of West wing, out from first and second
stories. Also that the refrigerator room shall be built of
concrete block.

On motion of S. H. Wenger and Clayton Engle, decided that the
offer of the C. E. Snoke property at \$3300.00 be not accepted.

In the event of C. E. Snoke being willing to accept \$2500. there
shall be called a joint meeting of the Trustees and Managers to
decide upon the purchase.

Grantham, Pa., Jan. 3, 1919

The Board of Managers of the Messiah Bible School met in regular business session at 10:15 A. M., January 3, 1919, with the following members present. S. B. Stoner, L. O. Musser, and Eli M. Engle. Owing to the absence of a legal quorum, Bro. B. S. Brubaker and Bro. C. N. Hostetter, president of the Faculty, were elected to serve for this meeting.

Bro. L. O. Musser was elected to preside. The meeting was formally opened by prayer led by the Secretary.

(1) Financial.	In Bank	\$429.51
	Cash in hand	143.98
Since Oct. 1, 1918		
Received for permanent Endowment	\$707.50	
" " maintenance and furnishings	183.20	
Bills Payable	1466.57	

(2) Motion, by Stoner and Hostetter, that the consideration of concessions to Missionary students be deferred till next meeting of the Board, carried.

(3) A motion, by Engle and Stoner, that the Messiah Bible School, at an early date, assume the responsibility of printing 1000 copies of the Teacher's Training Course, approved and adopted by General Conference 1918, (8 point type to be used, bound in book form, paper cover), was sustained.

(4) A motion by Stoner and Brubaker that the President and Vice-president of the Faculty enter into negotiation with the teachers in respect to employment and salary for school year 1919-20, was carried.

(5) A motion, by Stoner and Brubaker, that in case the Model School Building can be secured for the use of the Miltonian Literary Society, the School Management pay $\frac{3}{4}$ of the cost of the heating of the building when used for literary purposes, carried.

(6) A motion by Hostetter and Stoner that Bro. Hess be authorized to use the money donated for Permanent Endowment to the School in the payment of the notes at Bank as they come due, the sum subsequently to be recovered again from the Maintenance Fund, for investment as originally donated was carried.

(7) Decided to defer definite action on pushing the solicitation for a Permanent Endowment fund at least until the next meeting of the Board.

(8) Motion by Hostetter and Engle that Bro. Hess and Bro. Stoner be authorized to investigate and secure a suitable place for the Physical Culture Class and report their finding to the Board.

Adjourned to meet at the call of the Secretary.

Eli M. Engle, Secretary

Called joint meeting Board of Trustees and Board of Managers
March 19, 1919.

Members present,

Trustees, J. D. Wingert, A. B. Musser,

Managers, S. B. Stoner, A. B. Musser, Clayton Engle, Sam'l
H. Wenger.

On account of no quorum being present of the trustees J. D. Wingert was substituted for L. O. Musser and the meeting considered as of the Board of Managers.

C. N. Hostetter and Enos H. Hess sat with the Board.

A. B. Musser acted as chairman.

1st, On motion of Wingert and J. D. Wingert, C. E. Heise was allowed the missionary student concession in tuition on the usual terms of him giving a note for same until he shall have served the required time on the field.

2nd, On motion of S. H. Wenger and C. M. Engle it was decided to ask General Conference to take steps to put the teachers training course in active operation.

3rd, On motion of S. H. Wenger and J. D. Wingert decided to invite Bish. J. R. Zook to give the commencement address.

4th, On motion of Engle and Wenger, E. H. Hess was authorized to purchase and install an enamel trough in the kitchen.

5th, On motion of Stoner and Engle, E. H. Hess and A. B. Musser were authorized to deal with the cess-pool matter as they deem best

and report at the next Board meeting.

6th. On motion of Wenger and Wingert, E. H. Hess is authorized to purchase a Corona Typewriter or accept the agency if three can be sold. He may trade in a Remington Machine if satisfactory terms can be secured.

7th, Enos H. Hess gave a report of progress on the bridge across the railroad. On motion of Engle and S. H. Wenger he was authorized and encouraged to proceed in the effort to secure the bridge.

8th, On motion of S. H. Wenger and J. D. Wingert decided to catalogue the price of board the same as last year, but if possible charge only \$3.50 per week.

9th, On motion of S. H. Wenger and Engle, E. H. Hess was authorized to employ Asa W. Climenhaga to the best advantage and John Climenhaga at the same rate.

10th, On motion of S. H. Wenger and Engle, E. H. Hess is authorized to employ Sisters Clara & Mary Hoffman, Edna Booser, Anna Lane to the best advantage and if need be advance their salary ^{\$} 55.00 per month.

11th, On motion of Stoner and S. H. Wenger decided to give Bro. E. H. Hess for special services rendered, the amount of \$100 (One Hundred Dollars) for this School year in addition to his salary of \$600.

12th, On motion Engle and J. D. Wingert, approved recommendation of Endowment fund committee to invest \$1500 (Fifteen Hundred Dollars) in Upper Allen Twp. ~~note~~ held be the Grantham National Bank,

Interest at 6 per cent payable semi annually.

13th. On motion of S. H. Wenger and J. D. Wingert ~~decided to grant~~ the privilege to the students of playing basket ball, but warn against drifting into professional in, or using an undue amount of time - which shall be under the control of the faculty.

14th. Unanimously decided to have Bro. Posten's illustrated lecture on Poultry Culture in the Model School building.

15th. On motion of J. D. Wingert and S. H. Wenger, decided to use the Model School building for English lecture, by Prof. F. H. Green, West Chester, Pa., if charge is made or chapel if only an offering is lifted.

16th. On motion of J. D. Wingert and Engle, decided to have a combined Trustees and Managing Board report to General Conference.

17th. On motion of Engle and J. D. Wingert, that C. N. Hostetter and H. B. Hoffer approach the S. R. Smith estate heirs relative to the school deed.

Adjourned to meet first Friday in May.

1
May 2, 1919.

The Board of Managers met in a regular business session on Friday May 2, 1919 at 9 A. M. with A. B. Musser, L. O. Musser, S. H. Wenger, C. M. Engle, S. B. Stoner and Eli M. Engle, members present. Bro. C. N. Hostetter and Bro. E. H. Hess sat with the Board.

Formal opening, prayer by secretary.

Minutes of previous meeting read and approved.

1st. A motion by Eli M. Engle and S. B. Stoner that the report of E. H. Hess on the cess-pool matter be approved and the disposition of the same remain in the hands of said committee to be dealt with as they deem best, and report at a later session of the Board, was carried.

2nd. Art. 6 minutes of March 19, 1919 reported that E. H. Hess has accepted the agency for the school for the Corona Type Writing Machine.

3rd. Motion by L. O. Musser and C. M. Engle that the Messiah Bible School and friends appropriate \$500.00 to the R. & R. R. Company, towards the erection of a bridge across the tracks, carried.

4th. Motion by S. B. Stoner and S. H. Wenger that Beulah Musser be granted the regular consession on tuition to Missionary students by virtue of having been actively engaged in Home Mission work, for a ~~###~~ period of thirteen years, under the supervision of the Home Mission Board.

5th. A motion by C. M. Engle and S. B. Stoner that E. H. Hess be authorized to purchase the supply of coal for school year 19-20, sustained.

6th. On motion of S. B. Stoner and L. O. Musser, decided that ~~the determining as to who shall deliver the Baccalaureate sermon~~ to the graduating class be left at the disposal of the President and Vice President of the Faculty.

7th. On motion, Eli M. Engle and S. H. Wenger, decided that Bro. E. H. Hess be authorized to proceed in having the new arch and storage room wired and light fixtures installed as needed.

8th. Financial report by E. H. Hess

Cash in Bank	\$463.57
" <i>on hand</i>	195.82
	<u>659.39</u>

Endowment donations on hand	\$548.92
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Bills payable	\$2166.57
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Probable additional deficit for	1000.00
year	

Approx. Coal and provisions for 1919-	1000.00
1920	

Investment in securities for permanent endowment fund	8965.00.
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9th. The report to General Conference by the Board of Managers and Trustees as prepared was read, accepted and approved by the Board. The various sections being separately considered.

10th On motion by L. O. Musser and C. M. Engle decided that \$500 additional be invested in Allison Hill Trust Co's securities for permanent Endowment Fund.

11th A motion be L. O. Musser and C. M. Engle that the securing of a janitor for the ensuing school year be committed to E. H. Hess and A. B. Musser, was carried.

12th On motion by S. B. Stoner and Eli M. Engle decided that student instructors are to be paid \$1.75 to \$2.00 per week per subject for the ensuing school year.

13th On motion by S. B. Stoner and Eli M. Engle decided that Bro. E. H. Hess be paid a salary of \$700.00 Seven Hundred Dollars, for his services to the school for the ensuing school year.

14th. A motion by L. O. Musser and C. M. Engle that Bro. E. H. Hess and J. A. Climenhaga prepare and formulate a form of contract to be used between the Board and the teachers in the school as a legal and permanent evidence of engagement, the same to be presented at the next meeting of the Board for approval or otherwise, was carried.

15th. A motion that the frequent discussions relative to differentiating between the use of the auditorium of the school as the school chapel, or as a place of worship for the church in Grantham district cease and some definite and specific solution of the problem be prepared and presented for the consideration of the board at the next meeting, carried. Motion by S. H. Wenger and S. B. Stoner.

Comm. A B. Stoner A B Musser

C. M. Hostetter J. Enos Hess

Adjournment of Board to meet on call.

16th. Members of the Faculty and teachers for the ensuing school year, appeared before the Board personally, engagement, terms of contract Etc. were considered and decided that some specific form of contract be prepared as outlined in Art. 14 between the Board and employee and signed by both parties concerned, at next meeting of the Board.

Salaries to be paid for the ensuing year are,
C. N. Hostetter \$100.00 and travelling expenses to the school.
for school year and

Enos H. Hess \$700.00, closing of accounts, ordering supplies and correspondence by means of a stenographer during the summer vacation.

June 5, 1919.

A joint meeting of the Board of Managers and Board of Trustees was held in the Chapel of the school building, Wed. afternoon. J. N. Engle, J. D. Wingert, H. B. Hoffer and A. B. Musser of the Board of Trustees present and L. O. Musser, J. C. Eshelman, S. H. Wenger, C. M. Engle, S. B. Stoner and Eli M. Engle Managers present.

On suggestion of L. O. Musser newly elected chairman, a motion that Ex-chairman of the Board of Managers preside at this meeting. Prayer by Bro. J. N. Engle.

Minutes of May 2nd were read and approved.

- 1 (1) On motion decided that Art. 1 minutes of May 2nd be reaffirmed.
- (2) Decided that a committee on Art 14 minutes of May 2nd be retained.
- (3) Art. 15 minutes of May 2nd calls for a committee, Bro. S. B. Stoner, A. B. Musser, E. H. Hess and C. N. Hostetter are the members of said committee.
- (3) $\frac{1}{2}$ A motion by A. B. Musser and S. H. Wenger that Bro. E. H. Hess be authorized to put concrete walk down in place of the cinder in front of the building. Carried.
- (4) A motion by S. B. Stoner and C. M. Engle that the Isaac Shockey Estate be written to in reference to the maintenance pledge Bro. Isaac Shockey has made to the school. Carried.
- (5) A motion by L. O. Musser and S. H. Wenger that the church in the district and the school mutually and equally divide the expense of supplying the chapel with hymnals for the present need, Carried.

(6) L. O. Musser and C. M. Engle presented a motion that J. A. Glimenhaga be authorized to keep account of expenses and time devoted to Teacher Training Course and present same to the Board of Managers for adjustment, motion sustained.

(7) A motion by L. O. Musser and H. B. Hoffer that S. B. Stoner, A. B. Musser, C. N. Hostetter and E. H. Hess act as a committee to formulate some plan for students from other districts who are members of the Church in their relation to the Grantham district on the right of Franchise.

(8) On motion decided that A. H. Martin, Geo. C. Haagen and Sol. Sollenberger be named as Auditors to audit the School accounts for the school year 1918-19. Bro. E. H. Hess to notify them when accounts are closed.

(9) Motion by S. H. Wenger and S. C. Eshelman that with grateful appreciation we receive a donation from Bro. H. B. Hoffer of 5 shares, Grantham National Bank Stock, valued at \$150 per share as an asset to the permanent Endowment Fund of the School, the earnings of the same to be at the disposition of the doner during his life-time... was sustained.

(10) A motion by S. B. Stoner and S. C. Eshelman that Bro. C. N. Hostetter be authorized to take in charge, the effort of pushing the Endowment Fund thru the respective districts of the Brotherhood according to the Eshelman proposition.

Adjourned to meet on call of Chairman.

Eli M. Engle, Sec.

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Edna Booser \$⁵0.00 per month on the basis of six teaching subjects.

John A. Climenhaga \$75 per month on the basis of six teaching subjects, acting as registrar and preceptor.

Geo. Detwiler \$2.00 per subject and car fare, prefers four or five subjects.

Clara E. Hoffman \$50.00 per month for preceptresship, librarian and as much teaching as her other duties will permit.

Asa W. Climenhaga \$75.00 per month for six teaching subjects drawing considered for two subjects and he to be the canvassing agent for students etc. and have a stenographer for correspondence.

Anna B. Lane \$2.25 per week per subject, office correspondence to be considered as one teaching subject.

Emma Climenhaga 2 ⁵⁰ per week per subject. The subject to be *missions 5 or less in class 2.25 6 or more in class*

Mrs. J. A. Smith teaching piano \$.35 per lesson per student.

Alma Cassel, Lela Cassel, Grace Book and Clara E. Stoner \$1.75 per week per subject four or less in the class. \$2.00 per week per subject five or more in the class. *also Anna R Engle*