SOUTH CHINA MISSION
OF THE
PRESBYTERIAN CHURCH
IN THE U. S. A.
1933
Minutes of Mission Council 1932-1933
and of the
Annual Mission Meeting 1933
EIGHTY-EIGHTH YEAR
(1844-1933)
MISSION OFFICERS 1933-1934

Chairman ........................................ Rev. A. H. Van Etten
Secretary ........................................ Rev. E. E. Walline
Temporary Clerk ................................. Mission Secretary
Treasurer ......................................... Associated Mission Treasurers
Business Agent .................................. Miss C. B. Tingley

STATION OFFICERS

Canton Treasurer .................. Miss C. B. Tingley
Secretary ................................ Miss C. B. Tingley
Linchow Treasurer ........ Rev. R. F. Edwards
Secretary ................................ Rev. R. F. Edwards
Yeungkong Treasurer .................. Rev. M. S. Ady
Secretary ................................ Miss. H. H. Pommerenke

DELEGATE AND ALTERNATE, TO CHINA COUNCIL
Term ending after Council Meeting 1934.
Rev. E. E. Walline, Delegate
Rev. M. S. Ady, Alternate

MISSION COUNCIL MEMBERS

Dr. Miriam Bell, 1935.
Miss Alice Carpenter, 1935.
Miss Florence Pike, 1934.
Mr. J. P. Snyder, 1934.
Rev. E. E. Walline, 1934, Ex-officio as Secretary and China Council Delegate.

PERSONNEL COMMITTEE:
Rev. E. E. Walline, Chairman
Dr. Miriam Bell
Miss Alice Carpenter

PROPERTY COMMITTEE:
Mr. J. P. Snyder, Chairman
Miss Virginia Blick
Rev. E. E. Walline, Secretary

CORRESPONDING MEMBERS:
Rev. R. F. Edwards
Rev. H. H. Pommerenke

RELATIONS COMMITTEE:
Rev. H. F. Thomson, Chairman
Dr. J. S. Kunkle
Rev. E. E. Walline, Secretary

CORRESPONDING MEMBERS:
Rev. A. H. Van Etten
Rev. M. S. Ady

BUSINESS COMMITTEE:
Rev. E. E. Walline, Chairman
Miss C. B. Tingley, Secretary
Miss Virginia Blick

CORRESPONDING MEMBERS:
Rev. R. F. Edwards
Rev. M. S. Ady

PROMOTION COMMITTEE:
Rev. E. E. Walline, Chairman
Rev. H. F. Thomson
Mr. J. P. Snyder
SOUTH CHINA MISSION
OF THE
PRESBYTERIAN CHURCH
IN THE U. S. A.

1933

Minutes of Mission Council 1932-1933
and of the
Annual Mission Meeting 1933

EIGHTY-EIGHTH YEAR
(1844-1933)

SHANGHAI:
PRINTED BY J. BREWER AT 140 PEKING ROAD.
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<td>Dec. 26, 1932</td>
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<td>Armentrout, Miss Lois L.</td>
<td>Sept. 23, 1932</td>
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<td>Bischoff, Miss Mary W.</td>
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<td>Burkwall, Miss Edna</td>
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<td>Aug. 28, 1932</td>
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<td>Snyder, Mr. J. P.</td>
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YEUNG KONG STATION

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Special Term and Special Work

Kester, Dr. Eugene, Hackett Medical College.
Simpson, Miss Miriam M., True Light Middle School.

Affiliated

Mrs. Henry.
Rev. Donald Stevenson, Lingnan University.
Mrs. Stevenson.

Honorably Retired

Mrs. Henry V. Noyes ... ... ... ... 1872
Rev. Albert A. Fulton, D.D. ... ... ... ... 1880
Mrs. Fulton ... ... ... ... ... 1880
Miss Electa M. Butler ... ... ... ... 1881
Miss Harriette H. Lewis ... ... ... ... 1883
Edward C. Machle, M.D., D.D.S. ... ... 1889
Mrs. Machle ... ... ... ... ... 1911
Miss Lucy Durham ... ... ... ... 1909
Charles C. Selden, M.D., Ph.D. ... ... 1897
Mrs. Selden ... ... ... ... ... 1897
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<td>Charles Henry, Jr.</td>
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</table>
Members Present.

Dr. Kunkle, Mr. Edwards, Dr. Walline, Miss Pike, Mr. Snyder, Mr. Van Etten and Mr. Thomson.

3301. Election of Chairman.

Dr. J. S. Kunkle was elected chairman of the Mission Council for the ensuing year.


Personnel Committee—Dr. E. E. Walline
Relations Committee—Dr. J. S. Kunkle
Property Committee—Mr. J. Paul Snyder

The chairmen were requested to present plans for their respective departments at the next session of the Mission Council. (See S.C. 32115)

3303. Monthly Financial Reports.

It was voted to request the Mission Business Agent to send to each member of the Council a monthly statement of the Mission Accounts with a forecast.

3304. Union Normal School, Request for Use of Apartments.

A request having been received from the Union Normal School for the use of the Mission teachers' apartments until July 1, 1933, to provide dormitory space during the building of their new dormitory, it was voted to approve on the
basis of an agreement with the Board of Directors and the principal that they will be returned to the Mission in good repair at the time specified. The Mission representative on the Board of Directors was made responsible.

3305. **Substitute Grant, Union Normal School.**

It was voted to ask the Board for a grant of $1,200 H.K. from the unused balance of Miss Patton’s salary appropriation for the current fiscal year in order to enable the Union Normal School to meet its emergency need for a teacher. A covering letter was authorized from the Mission’s representative on the Normal School Board of Directors.

Adjourned.

H. F. Thomson,
Secretary.

**MISSION COUNCIL MINUTES**

**September 6, 1932**

**Paak Hok Tung**

Members Present.

Dr. Kunkle, Mr. Edwards, Miss Hill, Miss Pike, Mr. Snyder, Mr. Van Etten, Dr. Walline and Mr. Thomson.

3306. **Union Normal School Request for Regular Missionary to fill Vacancy.**

The Mission having received a request from the Union Normal School that a regular missionary, a specialist in either Primary Education or Music, be appointed by the Board to fill the vacancy in the school, it was voted to place the request No. 9 on the Mission’s Force List (S.C. 32105) the succeeding items to be renumbered accordingly.
3307. Minutes of Annual Mission Meeting Approved. ... 

It was voted to approve the minutes of the Annual Meeting as reviewed by the Mission officers.

3308. Executive Secretary Ex-officio Secretary of the Three Major Committees.

It was voted that the Executive Secretary be ex-officio secretary of the three major committees of the Mission Council.

3309. Personnel, Relations and Property Committee Appointments.

The following were appointed members of the three major committees of Council:

Personnel  Relations  Property

<table>
<thead>
<tr>
<th>Chmn.</th>
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<tr>
<td>Dr. E. E. Walline</td>
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<td>Mr. J. P. Snyder</td>
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<td>Mrs. C. G. Fuson</td>
<td>Miss G. Hill</td>
<td>Dr. J. A. Hofmann</td>
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<td>Rev. A. H. VanEtten</td>
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Corresponding Members:

Mrs. R. F. Edwards  Rev. R. F. Edwards
Rev. M. S. Ady      Dr. W. H. Dobson

3310. Standing Committee Appointments.

Hospitality  Language  Reports

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<td>Mrs. J. F. Karcher</td>
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<td>Mrs. J. P. Snyder</td>
<td>Miss M. W. Bischoff</td>
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<td>Miss G. Hill</td>
<td>Miss Florence Pike</td>
<td>Mrs. H. H.</td>
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3311. Standing Committee Appointments.

Scholarship Board  Rules & Regulations  Resolutions

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<td>Mrs. J. S. Kunkle</td>
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<tr>
<td>Dr. C. G. Fuson</td>
<td>Dr. J. S. Kunkle</td>
<td>Mrs. G. W. Marshall</td>
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Scholarship Board | Rules & Regulations | Resolutions
---|---|---
Rev. R. F. Edwards | Dr. E. E. Walline | Mrs. H. V. Bradshaw
Rev. C. H. Lewis | Mr. J. P. Snyder | Rev. R. F. Edwards
Rev. M. S. Ady | | 

Auditing Custodian of Medical Docket
Chmn. Records
Rev. C. H. Lewis Dr. Miriam Bell Rev. H. F. Thomson
Rev. G. W. Marshall Dr. J. S. Kunkle

Estimates
Miss C. B. Tingley
Rev. R. F. Edwards
Rev. M. S. Ady

3312. Property Supervisors.

The following property supervisors were appointed:
Fati-Fong Tsuen — Mr. J. P. Snyder
Hackett Compound — Dr. J. A. Hofmann
Paak Hok Tung — Rev. H. F. Thomson

3313. Boards of Directors, Appointments.

Union Normal School | Dr. C. G. Fuson 1935
J. G. Kerr Hospital | Rev. G. W. Marshall 1934
Rev. R. F. Edwards 1934
Dr. J. F. Karcher 1933

Hackett Medical College | Rev. H. F. Thomson 1935
Western School | Mrs. J. F. Karcher 1935
True Light Religious Center | Mrs. E. E. Walline 1934 Miss Rep.
Mrs. J. O. Thomson 1935

3314. Miss Patton, Memorial Service.

It was voted that Dr. Kunkle represent the Mission in making arrangements for a Memorial Service for Miss Lulu R. Patton in October.

3315. Church General Appropriation Reduction.

It was voted to inform the Kwangtung Synod of the Church of Christ in China that their appropriation from
the Mission will be reduced ten percent for the calendar year 1933.

3316. **Reduction in Appropriations, Union Theological College and Union Normal School.**

It was voted to inform the Union Theological College and the Union Normal School that their appropriations from the Mission for the next scholastic year will be subject to a ten percent reduction.

3317. **Hackett, Rebuilding of Family Residences.**

It was voted to place as No. 3 on the Mission Property List a request for the rebuilding of the two family residences at Hackett (60D11) at present occupied by the Hofmann and Karcher families, at an estimated cost of $36,000 Hong Kong. B.L. 178.40, C.C. 32213, S.C. 3245.

3318. **Hackett Family Residences, General Repairs.**

In accordance with China Council’s approval (C.C. 32213) modified by Board action (B.L. 178.40) which frees the China Council “to use some or all of this Fund (Exchange Surplus from Hackett Apartments) towards the object requested by the Mission,” it was voted to request the China Council to grant $3,000 Hong Kong of this Fund for immediate repairs and bath room equipment for these two residences. C.C. 32214, S.C. 3246.

3319. **Miss Virginia Blick, Hackett Assignment.**

It was voted to reconsider the assignment of Miss Blick, made before her furlough, and to assign her to Hackett Medical College as Business Manager until August 31, 1933, her further assignment to be taken up at that time. S.C. 31151, S.C. 3180.

3320. **Pui Ying Teacher, Mr. Herbert J. Wood.**

It was voted to secure the half-time service of Mr. H. J. Wood as a substitute teacher in Pui Ying Middle School in order to release the Mission Executive Secretary
for half-time service to the Mission, as requested by the Mission at the Annual Meeting, the service of Mr. Wood to be for a period of ten months at a remuneration of $130 Hong Kong per month from the Mission Special Fund, the Mission to be under no further financial obligation.

Adjourned.

H. F. THOMSON,
Secretary.
Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder and Mr. Thomson.

Times of next meeting of Council.

The next meeting of Mission Council was set for October 17.

3321. Language Study Group.

It was voted to approve the recommendation of the Language Study Committee that a language study group be organized this year in order to enable the committee to provide better teachers for all the students and to give more adequate oversight to their language studies.

3322. Use of Fati Residence No. 4 for Language Study Group.

On recommendation of the Language Study Committee it was voted that a part of Fati Residence No. 4 be set apart for the use of the Language Study Group for the year, and that the Housing and Hospitality Committee be requested to make a satisfactory division of the house as between the members of the Mission assigned to live there and the Language Study Group.

3323. Language Study Allowances.

On recommendation of the Language Study Committee it was voted to request the Mission Treasurer (Associated
Mission Treasurers, Shanghai) to send the Language Study Allowances for Canton in a lump sum to the Mission Business Agent, the disbursements to be made by the Language Study Committee Treasurer.

3324. **Housing Committee Report.**

It was voted to approve the following housing assignments:

1. Miss Blick, Miss Alf, and Dr. Nicholas to Lafayette Compound No. 3.
2. Misses Tingley and Armentrout to Fati No. 4.

3325. **Committee to Study Mission Finances.**

The China Council Delegate and the Mission Secretary were made a committee to make a special study of the Mission Finances and report back to the Mission Council.

3326. **Dr. and Mrs. Fisher, Local Travel Grant.**

It was voted to approve the request of Dr. and Mrs. Fisher for $250, Shanghai currency for local travel until furlough, July 1, 1933, the grant to be made from Canton Station Class VII, Shuntak Itineration.

3327. **Expenses of Representative to meet New Missionary.**

It was voted to instruct the Business Agent to pay the expenses of a representative of Hackett Medical College in meeting Dr. Nicholas in Hong Kong.

3328. **Travel to S.A.S. John and Christine Hofmann.**

The names of John and Christine Hofmann were omitted from the 1932-1933 estimates for travel allowance to the Shanghai-American School and that of Douglas Walline inserted by mistake. China Council and the Board are asked to make the proper adjustments.
3329. Approval of Station Minutes.

The minutes of the various stations have been examined by committees and reported in good order.

3330. Review of Station and Institution Minutes.

It was voted that the minutes of Stations and institutions be read and consideration given to them by Mission Council as such minutes are presented and that no further approval be required.

3331. Fati No. 4 Repairs.

It was voted that a special grant of $250 H. K. be made from the Mission Repair Fund for changes in Fati No. 4.

Adjourned.

H. F. Thomson,
Secretary.
Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder, and Mr. Thomson. Mr. Edwards was present part time to present a report of the China Council meeting.

3332. **Dr. and Mrs. Fisher, Extension of Time of Transfer.**

It was voted to extend the time of the release of Dr. and Mrs. Fisher to serve in Shanghai in the General Assembly office from March 1, 1933 until the time of their furlough. S. C. 3237.

3333. **Dr. and Mrs. Fisher, Furlough.**

At the request of Dr. and Mrs. Fisher, in order that they may continue in the General Assembly office until about the time of the return from furlough of Dr. Kepler, it was voted to request the China Council and the Board to change their furlough from nine months to a regular twelve months' furlough, dating from July 1, 1933. S. C. 31186.

3334. **True Light Middle School, Shortage of Teachers.**

In view of the fact that True Light Middle School is only sure of one actually teaching unit of a quota of four after the present school year, it was voted to request the China Council and the Board to make every effort to appoint a short term teacher for music in addition to a regular teacher for home economics.

Note: Miss Simpson, Short Term teaching until July, 1934
Miss Lehman, Regular, Language Study until July, 1934
Miss McLee, Short Term, leaves July, 1933
Miss Jacobson, Substitute Workers Fund, School, leaves July 1933.
3335. **Church and Mission Relations.**

It was voted to send a copy of the action taken by China Council at the annual meeting regarding Church and Mission Relations to the Kwangtung Synod of the Church of Christ in China before its Retreat and Conference on a ten years' program from October 25 to 27, at Kong Tsuen.

3336. **Yeung Kong School Agreement.**

It was voted to notify all groups concerned that the agreement between the Synod and the Mission in regard to the Yeung Kong School expires in July, 1933, and the Mission considers itself entirely free to reconsider the whole matter of educational work in Yeung Kong under the new Project Plan. S. C. 30136.

3337. **Mission Digest, Card System.**

It was voted to pay to Dr. Dobson $94.25 Hong Kong from Class VI for the printing of a set of the new Mission Digest Card System for each of the compounds of the Mission.

3338. **Missionary Promotion Fund Grants.**

It was voted to make the following grants for the present fiscal year from the Missionary Promotion Fund: $100 H.K. for Loan Library development and books and tracts to the Missionary assigned to the Third District Association; $300 H.K. for Religious Work Library, Bibles and Hymn books for the Religious Center in Pui Ying Middle School at its new site.

Adjourned to meet on Friday afternoon, October 21, at 2.00 p.m.

H. F. Thomson,

Secretary.
MISSION COUNCIL MINUTES

October 21, 1932

Paak Hok Tung

Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder, and Mr. Thomson.

3339. **Dr. Kunkle, Assignment by Synod.**

Record is made that Dr. Kunkle was assigned by the Synod to give the major portion of his time as president of the Union Theological College, and also some time to Synod in personnel and literature work.

3340. **Rev. H. H. Pommerenke, Assignment by Synod.**

Record is made that Rev. H. H. Pommerenke was assigned by the Synod to the Ninth District Association (Kochow) for young people's work. It is understood that he will give a definite portion of his time for language study.

3341. **Dr. Kunkle, Translator.**

It was voted to grant $300 H. K. from the Missionary Promotion Fund to Dr. Kunkle for a translator in connection with the translation of the "Teachers' Commentary" for young people's work.

3342. **Minutes of Boards of Directors.**

The following Minutes were received and reviewed:—Hackett Medical College, meeting of September 24; Kerr Hospital, September 20; True Light Religious Centre, October 11; and the Committee of the Western School, May 28 and August 26. The budgets of the True Light Religious Centre and the Western School were approved and also the plan for Internal Administration of the Western School.
3343. **True Light Middle School Directors.**

On nomination by the True Light Middle School Board, the following were elected members of the Board:

From the Mission:

- Miss Hill ... ... ... ... 1934
- Mrs. Hofmann and Dr. Kunkle ... 1935

Chinese members:

- Dr. Chiu Yan Tsz ... ... ... 1934
- Dr. Leung Ngai Man ... ... ... 1934
- Mrs. Chick Taai Waai King ... 1935
- Mrs. Tso Tsz Fong ... ... ... 1935

Note: The class of 1933 are Mrs. Fuson, Mr. Lo Koon Wai and Mr. Lau K'ai Tso.

3344. **Publicity Committee.**

It was voted to appoint a Publicity Committee for the Mission composed of the following members:

- Mrs. Kunkle, Chairman
- Mr. Sauer
- Mrs. Karcher
- Miss Tingley

Adjourned to meet on December 13 at 2.00 p.m. at Paak Hok Tung.

H. F. Thomson,

Secretary.
Present.

Dr. Kunkle, Miss Hill, Miss Pike, Dr. Walline, Mr. Snyder, Mr. Van Etten and Mr. Thomson.

3345. **Deed Photographs.**

It was voted to request China Council to send copies of the deed photographs of their property for each of the stations and Mission Institutions.

3346. **Registering of Deeds.**

It was voted to complete the stamping and registering of all land deeds and to request China Council to make available sufficient money to cover cost and to send all the deeds to Canton. An estimate of the cost to be supplied by the Property Committee.

3347. **Request of Yeung Kong Station for Grant.**

It was voted to approve the request of Yeung Kong Station for $400 towards the salary of Mr. and Mrs. Huie as business manager and nurse in the Yeung Kong Hospital for a year during the absence of Dr. Dobson and Miss Rauch, the money to be secured by transfer from the Mission Promotion Fund.

3348. **True Light Primary School Property Problems.**

In view of the facts (1) that the Old True Light Middle School is under obligation to pay True Light Primary School $21,000 plus 5% simple interest (C.C. 28539: S.C. 29125) since July 31, 1923, which in July 1932 amounted to $30,450 H.K. and is increasing at the rate of $1,050 H.K. a year; (2) that the so-called Andersen Meyer
land at Paak Hok Tung from the sale of which this debt was to be paid cannot be sold at present because of government restrictions; and (3) that the True Light Primary School (Yan Tsai Church) is willing to cancel the debt, including interest, invested in the Andersen Meyer land in payment for the True Light Seminary land which the Board is willing to sell to them at a cost of $27,000 H.K. (B.L. 151:25);

It was voted to urge the China Council and the Board, (1) to accept the Andersen Meyer land (which is already stamped and registered in the Board's name and therefore involves no problem of transfer) in payment for the plot of the True Light Seminary land offered in sale by the Board to the Yan Tsai Church for the True Light Primary School; (2) because of the real need of the True Light Primary School for the full area of the land which they desire to buy, as well as the difficulties involved in reducing the area as shown by the covering material attached; it was also voted to urge the China Council and the Board that the 40 ft. reserve on the True Light Seminary Land be changed to 20 ft.: that the Synod grant be made 55 ft. (instead of 64), and that the Yan Tsai Church be allowed to buy for the True Light Primary School the full 120 ft. frontage on condition that they do not build within 9 ft. of the Synod site but use this as part of their playground. B.L. 133:53, 142:52, 151:25, 168:28, 171:9, C.C. 28485, 28536-9, 29641-2, 31626-8, S.C. 29125, 30139, 3038-39, 31177.

3349. Architect for Hackett Hospital, Mr. R. L. Creighton.

It was voted to request the China Council to make arrangements for Mr. R. L. Creighton to come to Canton immediately on his return to China in order to go over the plans for the new hospital at Hackett with a view to supervising construction.

3350. Gift for Union Normal School Religious Center.

The sum of approximately $10,000 H.K. currency has been privately provided for the erection of a building for
the Religious Work Center of the Union Normal School, Canton, to be the property of the Board. It was voted to request the Board to receive the gift and appropriate it for this purpose.

3351. **Transfer of Board Appropriation, Shekling.**

It was voted to request the Board to transfer to the Mission Repair Fund appropriation No. 5832 amounting to G. $55 intended for the rebuilding of residence No. 1 Shekling.

3352. **Committee on Project Administration Plans.**

It was voted to constitute the Mission Council a special committee to prepare tentative plans for project administration and to meet for this purpose on December 31 at Paak Hok Tung.

3353. **Union Normal School Teacher Quotas.**

In response to a letter from the Directors of the Union Normal School it was voted to reply that the Mission has already requested the Board to appoint a successor to Miss Patton (S.C. 3306) and that there are no funds available for a cash grant. It was voted to suggest to the Board of Directors that they ask the cooperating Missions to appoint representatives to consider the total staff commitments of the Missions to the School.

3354. **Location of Mission Office.**

It was voted to appoint the Secretary and the Business Agent a special committee to go into the question of location of the Mission Office pending the erection of the Synod Building on account of the increase in rent of its present office under government ownership.

3355. **Materials for Alteration, Shekling.**

It was voted to approve the request of the Executive Committee of the Shekling Field to use some of the material in the small school buildings in repairs and alterations on the Mission House in the city.
Physician for Linchow.

It was voted that definite arrangements for medical work at Linchow for next year be postponed pending the visit of the Chairman of the Mission Council to Linchow.

Adjourned.

H. F. Thomson,

Secretary.
Members Present.

Dr. Kunkle, Miss Hill, Miss Pike, Dr. Walline, Mr. Snyder, Mr. Van Etten, and Mr. Thomson.

3357. Pre-furlough Questionnaire Returns.

Report was made on the returns of the Pre-furlough Questionnaire by members of the stations and the Mission Council on all missionaries going on furlough and it was voted to forward the digest of the returns to the China Council and the Board with the recommendation of the Mission Council.

3358. Agreements with Kwangtung Synod.

It was voted to approve the drafts of the following agreements and memoranda with the Kwangtung Synod of the Church of Christ in China as presented by the Relations Committee and amended by Mission Council and to present them to the Synod for their approval, as amended, before forwarding to the China Council and the Board for formal approval: (1) Church Work Agreement (2) Memorandum on the Allocation of Workers (3) Memorandum on Terms of Financial Aid (4) Memorandum on Lease of Mission Property (5) Equities in Property Memorandum (6) Pui Ying Cooperation Agreement (7) Development of Pui Ying School Memorandum.

3359. Statement of Funds to be Transferred to the Synod for Project Administration.

It was voted that $26,209 H.K. be the sum to be placed on the 'attached statement' of the 'Church Work
Agreement” as the amount of regular aid now given the work of the Synod.

3360. **Women’s Bible School Appropriation Transfer to Synod.**

It was voted to request the approval by the China Council and Board of the inclusion of the $1,000 H.K. for the Shung Kei Women’s Bible Teachers Training School in the regular funds to be transferred to the Synod budget for project administration, thus making a total of $27,209 H.K.  
S.C. 3153; C.C. 31174.

3361. **Yeung Kong Request from Substitute Workers’ Fund, Dr. Y. C. Taam.**

It was voted to request China Council to renew the grant from the Substitute Workers Fund for one year beginning July 1, 1933 for the salary of Dr. Taam Yi Cheung as Resident Physician of the Forman Memorial Hospital. $70 H.K. is requested.  
C.C. 32312.

3362. **Linchow, Services of Miss Betty Lee.**

In case the Synod is able to secure the services of Miss Betty Lee for the work of Religious Education in Linchow for the year 1933-34, the Mission expresses its willingness to provide salary at the rate of $50 L.C. per month with the understanding that half will be provided from Station funds.

3363. **Furloughs, Short Term.**

It was voted to approve the recommendation of the North China Mission proposing “the abandonment of the present optional short term furlough in favor of the full regular term of service and furlough with the provision that short term furloughs may be granted only for specific reasons approved by the Mission Executive Committee and the expenses to be included in the regular estimates for the year.”  
C.C. 3391.
3364. **Yeung Kong, Noh Lung Chapel.**

It was voted to approve the request of Yeung Kong Station that $126 Local Currency from the disposal of the Noh Lung Chapel (62K214) be granted the local Presbytery for its property and repair account on the understanding that this involves no expense to the Board. (The chapel, a converted shop, disused and a liability since 1923, was received without compensation from the American Board Mission in 1914. The property was not owned but held in pledge against a loan of the above amount, which has now been redeemed.)

3365. **Publicity Committee Grant.**

It was voted to appropriate $100 H.K. from the Mission Promotion Fund for the use of the Publicity Committee. S.C. 32131, 3344.

3366. **Synod Request from China Council Literature Fund.**

It was voted to approve the request of the Kwangtung Synod for $3,400 H.K. for the proposed Synod Literature Service as follows:

**Synod Literature Service**

1. **Project**

   1. Literature Information Service
      A. Reference Library for the study of Christian Literature
      B. Frequent bulletins with review of new books, lists of books recommended for special use or study of special subjects
      C. Uniform index cards, etc. furnished for branch libraries

   2. Book Lending Service
      A. Travelling Library Center
         For First, Second and Fourth Districts
      B. Central Lending Library
         (1) Distribution Center for District Travelling Libraries
         (2) Distribution Center for Chapel Lending Libraries

   3. Book Purchasing Service
      A. Depot for sale of Christian Literature
      B. Purchasing Agency for books and magazines
II. Budget (April 1, 1933 to April 1, 1934)

<table>
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<th>Estimated Cost</th>
<th>Proposed Source</th>
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<tr>
<td>Literature Information Service</td>
<td>Union Theological College Publishing</td>
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<td>Room ..................  $ 240.00</td>
<td>houses ................................... $500.00</td>
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<td>Books ..................  1,000.00</td>
<td>A. P. M .................................. 500.00</td>
</tr>
<tr>
<td>Printing and Mailing... 200.00</td>
<td>A. P. M .................................. 200.00</td>
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<tr>
<td>Indexing etc. ..........  200.00</td>
<td>A. P. M .................................. 200.00</td>
</tr>
<tr>
<td>Research ...............  300.00</td>
<td>Staff and students of U. T. C.</td>
</tr>
</tbody>
</table>

2. Book Lending Service

| Room ..................  140.00            | Liang Fa Hall (U. T. C.)               |
| Books ..................  2,000.00        | A. P. M .................................. 2,000.00 |
| Office Work ..........  120.00          | A. P. M .................................. 120.00 |
| Carriers (3) ..........  280.00          | A. P. M .................................. 280.00 |

3. Book Purchasing Service

| Room ..................  60.00            | Liang Fa Hall (U. T. C.)               |
| Office Work ..........  100.00           | A. P. M .................................. 100.00 |
| Books ..................  1,000.00        | Sale ..................................... 1,000.00 |

3367. Linchow, Request China Council Literature Fund.

A request having been received from Rev. A. H. Van Etten, with the approval of the 8th District Association, for $359 H. K. from the China Council Literature Fund, it was voted to approve the request.

3368. Absence from Station.

It was voted that in the case of missionaries assigned to the Synod, absence from the Station for conferences, committee meetings etc. approved by the District Association or the Synod shall not affect the Mission Vacation provision. C.C. 31637 : 3.

3369. Letter of Sympathy, Relatives of Dr. Niles.

It was voted to request the Mission Secretary to write to the relatives of Dr. Niles a letter of sympathy in their and our loss in the departure of Dr. Niles for Higher Service.

3370. Western School Teacher, Miss Mary Edwards.

It was with pleasure that the Mission Council received the report of the Committee of the Western School that Miss Mary Edwards, daughter of Rev. and Mrs. R. F.
Edwards of Linchow, had accepted appointment for one year as principal of the Western School.

3371. **Promotion Committee.**

It was voted to constitute the chairman of the four standing committees (as outlined in the draft of the Revised Constitution) a Promotion Committee with the Executive Secretary as chairman. The duty of this committee will be to correlate the work of the various committees, to study and report on all projects and in general to plan for progress in all Mission and related work.

3372. **Requests for Funds for Mission Projects.**

It was voted to inform all institutions and individuals drawing funds from the Mission to send in their requests for the new fiscal year in the form of projects.

3373. **Minutes of Stations and Boards of Directors.**

The following minutes were received and all matters requiring Mission Council action acted upon or referred:— Yeung Kong Station October 21, February 4 and 27 (Actions 3231-3234 and 3301-3312); Linchow Station October 11, November 17, January 25, February 10 and 23 (Actions 3301-3315); Hackett Medical College Nov. 2 (12th Session), February 21 (13th Session); Union Theological College October 12; Union Normal School September 22 and December 1; True Light Middle School October 18 and February 8; True Light Religious Center February 15 and March 3; Synod Executive Committee September 22 (Session 36), November 29, (Session 37), January 7, 1933 (Special Meeting); Kerr Hospital November 8; Western School Committee October 28, November 17, November 30 and January 14.

The meeting then adjourned.

H. F. THOMSON,
Secretary.
MISSION COUNCIL MINUTES

April 13 and 15, 1933

Paak Hok Tung

Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder and Mr. Thomson.

3374. T.L.M.S. Religious Education Worker.

It was voted to request the Board to appoint either Miss Elsie Anderson or Miss Katherine Vance to True Light Middle School for religious work (director of True Light Religious Center) within the school quota.

3375. Protest of S. C. 3358 by Linchow Station

Note is made of the receipt of a protest from Linchow Station on S. C. 3358, "Agreements with Kwangtung Synod." Mission Council is of opinion that there is no divergence of policy between the old and new agreements; but as the Synod is presenting new drafts, the matter will be taken up de novo.

3376. Synod Request, China Council Literature Fund.

It was voted to request China Council to reconsider C.C. 33194 to the extent of making a grant of at least $1,200 H.K. at present to initiate item 2, Book Lending Service of Kwangtung Synod.

3377. Union Normal School Religious Center Grant.

At the request of the Board of Directors of the Union Normal School, it was voted to grant $300 H.K. on a project basis from the Mission Special Fund for current expenses of the Union Normal School Religious Center for the fiscal year 1933-34; this being the Presbyterian Mission share of the $2,000 L. C. budget divided among the cooperating organizations.
3378. C. C. Rehabilitation Fund Request, Kochow Church

In response to a request from Yeung Kong Station, it was voted to request China Council for a grant of $1,000 H.K. from its Rehabilitation Fund for imperative repairs to roof and window frames, etc. on the compound church at Kochow in order to put it in shape for use in institutes, retreats and young people's work.

3379. Special Repairs House No. 6, Paak Hok Tung.

It was voted to appropriate $150 H.K. from the general repair fund for special repairs on house No. 6, Paak Hok Tung.

3380. C. C. Evangelistic Expansion Fund Request, Linchow.

In response to a request from Linchow Station, it was voted to request China Council to grant $100 H.K. from its Evangelistic Expansion Fund to aid in providing for the expenses of Rev. Wu Yik Wun while attending the Literacy and Country Workers' Conference at Ting Hsien.

3381. C. C. Evangelistic Expansion Fund Request, Kochow.

In response to a request from Kochow, it was voted to request China Council to grant $350 H.K. from its Evangelistic Expansion Fund for use in the Kochow field for special evangelistic work this Spring and next Fall in cooperation with Synod's Evangelistic Committee.

3382. Mrs. J. A. Hofmann, Continuance in Service.

In view of the desire of Hackett Medical College for Mrs. Hofmann's continuance in service until July 1934, it was voted to request China Council and the Board to continue Mrs. Hofmann in full time service until that time. Mrs. Hofmann is in charge of the religious work at Hackett and a teacher of English and Bible.
On April 6, 1933, occurred the death of Dr. J. Allen Hofmann, after a brief illness from epidemic meningitis. The loving devotion with which the nursing and medical staff of David Gregg Hospital fought the losing fight for the life of their chief told more than could any words of the worth of the thirteen years of his service there.

Dr. Hofmann was born in Dittleshein, Germany, April 17, 1878. At the age of nine he was taken by his immigrant parents to Cleveland, Ohio, where the family settled. After three years of schooling he found himself, because of an injury sustained by his father, the sole support of the family in which there were six younger children. The next six years were years of privation and of long hours of weary labor. At eighteen he entered the academy at Wooster, Ohio, and in two years completed the four year course. He went directly into Wooster College, all the time earning his own support. His desire was to enter missionary service; he decided upon medicine and took his medical work at Western Reserve University, with an internship at Lakeside Hospital, Cleveland, and another six months at Manhattan State Hospital for the Insane. Though his heart's desire was surgery, he accepted an appointment to the John G. Kerr Hospital for the Insane in 1908, and worked there until 1913. In 1915 he was married to Margaret Jones, and together they went to Kung Yee Medical College and Hospital, where Dr. Hofmann acted as instructor and dean for five years. In 1920, following up his interest in medical education, he joined the staff of Hackett Medical College where he has served as instructor, physician and administrator, with conspicuous success as diagnostician and as teacher. His exceptional physical strength, his practical knowledge of surprisingly varied types of work, his complete devotion to the cause for which he came to China, made him of inestimable worth to the Hackett medical institutions. He will be remembered there for his unceasing industry, his simplicity, his fearlessness in standing for the right, his friendliness.
As a Mission we lose his sympathetic, intelligent interest in all problems, and his wise counsel in committees. We submit to the higher plan whose workings we cannot know, and believe that the ultimate result of what seems to us only irreparable loss, must be a quickening of that spirit of un-selfseeking service of which he was so outstanding an example.

We express our deep sympathy to the aged father in the homeland, to John and Christine in Shanghai, and to Mrs. Hofmann, James and Philip, with the prayer that the living message of this Easter season may bring peculiar comfort and healing to their hearts.

3384. Appointment Miss Edna Burkwall.

As the five year special term appointment of Miss Edna Burkwall will be completed in July 1934, it was voted to request the Board to appoint her as a regular missionary for service in Ming Sam School for the Blind.

3385. Furlough, Miss Mary Bischoff.

It was voted to recommend to the China Council and the Board that Miss Mary Bischoff be granted permission to go on regular furlough this July. (See covering letter).

3386. Committee on Selection of Films for Projectors.

It was voted to appoint a committee composed of Messrs. Van Etten, Lewis and Ady to make a selection of films for use with the Station projectors and report to the Mission Council.

3387. Committee Appointments.

It was voted to appoint Dr. Karcher to the Personnel Committee and Mr. Marshall to the Property Committee to replace Dr. Hofmann.

3388. Property Supervisors.

It was voted, at the request of the Executive Committee of Hackett Medical College, to appoint Mr. J. P. Snyder supervisor over the Hackett property, and to re-
place him as supervisor for Fati-Fong Tsuen by Rev. G. W. Marshall.

8389. Minutes of Stations and Institutions Reviewed.

Linchow Station, March 29: 3316-3321.
Yeung Kong Station November 25 and December 29: 3235 and 3236.
Kwangtung Synod Executive Committee February 28 (Session 38).
Joint Committee T.L.M.S. and T.L.P.S. Boards, March 23.
Joint Meeting Union Normal School Founders and Directors, March 30, 1933.

Adjourned.

H. F. Thomson,
Secretary.
Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder and Mr. Thomson.

3390. Hackett Request for Appointment of Dr. Stevenson or Dr. Judson.

In response to a request from the Board of Directors of Hackett Medical College it was voted to request the Board to appoint either Dr. Theodore Stevenson or Dr. Herbert Judson to Hackett Medical College to fill the vacancy caused by the death of Dr. J. A. Hofmann (or to fill item No. 5 in the China Council Force List 1932). (This action was taken by circular vote on May 3).

3391. Dr. Kester, Appointment.

It was voted to renew the request for the continuance in service of Dr. Eugene Kester for a 5 Year Term dating from September 1, 1931, supported by either the Board or the Substitute Workers' Fund.

(B.L. 180, C.C. 32366)

3392. Miss Virginia Blick, Reassignment to Hackett Medical College.

In response to the request of the Hackett Board of Directors it was voted to reassign Miss Blick to that institution for a term of three years, with a view to serving as treasurer, at the expiration of her present assignment of one year.

(S.C. 3319)

3393. Mr. and Mrs. G. F. Sauer, Change of Status.

Mr. and Mrs. Sauer were appointed for a special term of six years terminating May, 1934. It was voted to
request the Board to change the status of Mr. and Mrs. Sauer from that of Special Term appointees to that of regular missionaries subject to the provisions of the Board’s action with respect to computation of their total period of service in the Mission. (B.L. 125)

3394. **Miss C. B. Tingley, Change of Status.**

Miss Tingley was appointed for a special term of five years which terminates in July, 1934. It was voted to request the Board to change the status of Miss Tingley from that of special term appointee to that of a regular missionary, her appointment to date from the beginning of her original period of service. (B.L. 136)

3395. **Substitute Workers’ Fund Request, True Light Middle School.**

In view of the serious shortage in our quota at True Light Middle School, unless a missionary teacher can be appointed by the China Council or the Board for the school year 1933-34, it was voted to request China Council to continue the True Light Middle School grant from the Substitute Workers’ Fund with a view to securing a qualified Chinese teacher, name to be supplied later.

3396. **Substitute Workers’ Fund Request, Linchow Physician.**

In response to a request from Linchow Station, it was voted to request China Council to grant H.K. $900 from the Substitute Workers’ Fund for the continuance in service of Dr. Lei Kaw Ching for an additional year.

3397. **Paak Hok Tung Res. No. 1, Remodelling for Apartments.**

It being found possible by plans prepared by Mr. R. L. Creighton of the Building Bureau to convert residence No. 1, P.H.T., into First and Second Floor Apartments capable of accommodating two couples at a cost of not more than $3,000 H.K. currency; and in view of the fact that otherwise it will be necessary, probably, to rent an additional house at an expenditure of about $1,500
H.K. a year, it was voted to request a grant of $3,000 H.K. from the China Council Rehabilitation Fund with a view to making the adjustments this summer.

3398. **Cement Fence Posts and Boundary Stones, T.L.M.S.**

Since the survey of the True Light Middle School land, made during Mr. R. L. Creighton's visit to Canton, revealed the necessity of placing additional boundary stones and fence posts, it was voted to authorize the Property Committee to proceed and charge the expense to Class V, Property in Use.

3399. **Electric Pumps, Standard Equipment.**

In view of the fact that all but two of the South China Mission residences have adequate water service either from central systems or individual electric pumps, it was voted to make electric pumps standard equipment. To this end it was voted to purchase a new pump of greater capacity in order to adequately supply all the residences at Lafayette Compound and to remove the present one to residence No. 1, Fong Tsuen, and also to refund the balance due, amounting to $140 H.K., on the pump at residence No. 4, Paak Hok Tung.

33100. **Special Repairs, Residence No. 1, Fong Tsuen.**

It was voted to grant $100 H.K. from Class V for special repairs to residence No. 1, Fong Tsuen.

33101. **Kerr Hospital Land Sale Release.**

In view of the fact that the newly promulgated land laws governing sale of mission-owned property would make it impossible, as now framed, for the Pui Ying Board of Directors to dispose of the Hospital for the Insane site in the future for the furtherance of its larger development plan at Paak Hok Tung, the Mission Council approves the cancellation of the sale of the site to that institution and authorizes the Board of Directors of the Hospital for the Insane to negotiate a lease for the property to Pui Ying Board of Directors, the specific terms to be approved by the China Council and the Board of Foreign Missions.
Meanwhile an emergency has arisen requiring the early acquisition of land at Paak Hok Tung for Pui Ying and delay may result in the loss of land essential to the development on the new site. It was therefore voted to request the China Council Ad Interim Committee to give prior authorization for the return of the $30,000 local currency already paid over as part of the purchase price with the understanding that this money will be paid over on the basis of a tentative form of lease to be signed by the Principal of Pui Ying School and by the Mission Secretary and pending the approval of a final lease by the Board of Directors of the Pui Ying School and Mission, Council and Board.

33102. Dr. and Mrs. A. A. Fulton, Fiftieth Wedding Anniversary Cable.

A request having come from Canton Station that the Mission Council send a cable to Dr. and Mrs. Fulton on the occasion of their Fiftieth Wedding Anniversary celebration on July 26th, it was voted to approve and to send the hearty congratulations of the Mission as a whole.

33103. Farewell to Rev. C. A. Nelson.

It was voted to send farewell greetings to Rev. C. A. Nelson of the American-Chinese Educational Commission on the occasion of his returning to America after over forty years of service.

33104. Minutes Received.

Linchow Station, May 4th: 3322.
Yeung Kong Station, March 14, May 13 and 18: 3313-3318.

Kerr Hospital, April 19 and 22.
Shung Kee Bible Teachers Training School, May 2nd.
Pui Ying Middle School, April 8th.
Hackett Medical College, April 26 and May 8th.
Adjourned.

H. F. Thomson,
Secretary.
SOUTH CHINA MISSION

MISSION COUNCIL MINUTES

June 23, 1933

Paak Hok Tung

Members Present.

Dr. Kunkle, Miss Hill, Dr. Walline, Mr. Snyder and Mr. Thomson.

33105. S.W.F. Request T.L.M.S. Miss Sally Glass.

In connection with S.C. 3395, it being found possible to secure the services of Miss Sally Glass, formerly of the Y.W.C.A., Canton, for one year, it was voted to urge China Council to make as large a grant as possible from the Substitute Workers' Fund toward securing her services for True Light Middle School. S.C. 3334.

33106. Continuance of Yeung Kong Schools.

In response to the recommendation of Yeung Kong Station (Y.K. 3318) regarding the future of the Yeung Kong Schools, it was voted to approve items 3, 4 and 5 as a project under Station direction as follows:—

HOSTEL AND RELIGIOUS CENTER.

(3) That the Station retain the Ch'ing Kwong (Beacon Light Academy) building and grounds as a Hostel and Religious Center.

(4) That the Station employ a director for the Hostel and Religious Center, whose duty it shall be to supervise the carrying on of religious and social work.

(5) That in setting up the religious center it shall be a definite aim to make a wider outreach into community and social life, to experiment with some adult groups and rural life institutes.

It is understood that this will be financed by present Station funds for Religious Education.

KING KWONG PRIMARY SCHOOL.

In regard to items 1 and 2 it was voted to approve the continuance of King Kwong School as a primary school on the following conditions:—
1. That an agreement be made and the former Kwong Oi building and the new classroom building be leased to the Presbytery or a local Board of Directors rather than the Synod in order to insure closer supervision and that the agreement be submitted for approval in the usual way.

2. That it be on the basis of a three year project in the first instance.

3. That any financial contribution be on a yearly project basis after a study of an itemized financial report of the school.

33107. **Business Agent Treasurer of Western School.**

At the request of the Committee on the Western School it was voted to approve of the Business Agent's taking over the accounts of the school.

33108. **Special Repairs Fati Nos. 4 and 5.**

It was voted to approve the recommendation of the Property Committee that a special grant of $450 H.K. be made to Fati No. 4 in order to renew portions of the roof damaged by white ants, and $75 H.K. to Fati No. 5 for necessary structural changes.

33109. **Hackett New Hospital Appropriations Exchange.**

At the request of the Board of Directors of Hackett Medical College it was voted to request the Board to send to the field the appropriations in hand for the new David Gregg Hospital and empower the Associated Mission Treasurers to change the gold to mexicans and hold the proceeds on interest (interest to be retained by the Board) until needed for building purposes. This proposal is made in order not to lose entirely the benefit of favorable exchange between the two currencies.

33110. **Estimates Transfer, Public Health Education Miss Rauch.**

In response to a request from Yeung Kong Station (Y.K. 3309) to put $500 in the 1934-35 Estimates for public health education work and itineration for the project developed by Miss Rauch, it was voted to transfer $500 from the Adult Women's Education Fund for this purpose, the new fund to be listed in Mission General Class VII.
33111. **Property List, True Light Middle School Repairs.**

A request having come from the Board of Directors of True Light Middle School "that the Mission be asked to provide $10,000 H.K. for major repairs mainly in True Light Hall, the replacement of the white-ant-eaten wooden floors with reenforced concrete, etc. it was voted to place the item first on the Property List. (S.C. 30139 Agreement VIII: 4 Founders responsible for major repairs).

33112. **Annual Mission Meeting.**

It was voted to hold the annual mission meeting at Paak Hok Tung beginning the evening of Friday, September 1st, Friday, Saturday and Sunday to be a Retreat held in the Union Theological College and Monday and Tuesday Conferences and Business Sessions held in the Western School.

33113. **Mission Representative During Summer.**

It was voted to ask Mr. Snyder during July and Dr. Walline during August to act as Mission representative at any time that both the Mission Secretary and the Business Agent are absent from Canton.

33114. **Force List.**

Miss Edna Burkwall S.C. 3384.
Mr. and Mrs. G. F. Sauer S.C. 3393.
Miss Clara Tingley S.C. 3394.

Note:—Change of Status from Short Term to Regular is desired for the above named without affecting the status of the new list as they were appointed to fill regular requests of the Mission and were not limited to short term by the Mission.

1. True Light Middle School
2. Hackett Medical College—Dr. Stevenson or Dr. Judson
3. Linchow Physician
4. True Light Middle School
5. Pui Ying Middle School (Short Term)
6. Nurse, Yeung Kong or Linchow
7. Woman Evangelist, Kochow Field

33115. **Property List.**

<table>
<thead>
<tr>
<th>Item Description</th>
<th>H.K.</th>
</tr>
</thead>
<tbody>
<tr>
<td>True Light Middle School Major Repairs</td>
<td>$10,000</td>
</tr>
<tr>
<td>Residence at Paak Hok Tung (S.C. 3265)</td>
<td>$18,000</td>
</tr>
</tbody>
</table>
3. Union Normal School Building (S.C. 3236) ... ... ... ... 20,000
4. Hackett Residences (S.C. 3317) ... ... ... ... ... ... 36,000
5. True Light Middle School Land ... ... ... ... ... ... 10,000

33116. **Minutes Received.**
Yeung Kong Station June 13, 3319-3323.
True Light Middle School Board June 8.
Ming Sam School for the Blind March 16.
Western School Committee. June 22.

33117. **Hackett-Lingnan Affiliation.**

The following Agreement for the affiliation of Hackett Medical College with Lingnan University has received final approval by the Board of Directors of Lingnan University and has been approved by the Directors of Hackett Medical College and the South China Mission Council and is now submitted to the China Council and the Board for ratification.

**AFFILIATION OF HACKETT MEDICAL COLLEGE WITH LINGNAN UNIVERSITY**

**Preamble.** The object of this affiliation is the development of medical education under Christian auspices for men and women. The affiliation is part of a larger plan for bringing all Christian medical work in Canton into one cooperative scheme, and thus avoiding duplication of workers.

**General Plan.** The plan, in general, provides for the development of medical education during two periods.

A. One, a preliminary period, (Affiliation) during which while the responsibility is vested in the Board of Directors of Hackett Medical College, the affiliation becomes more and more intimate, and

B. The other, the final period, in which full responsibility shall be vested only in the Board of Directors of Lingnan University, as hereinafter explained, but with other organizations sharing in the work.

**Name.** During the period of Affiliation, the Board of Directors of Hackett Medical College shall conduct the medical education of Lingnan University. During this period the name shall be changed to **Hackett Medical College in affiliation with Lingnan University.** In Chinese (Sz Laap Lingnan Taai Hok, Luen Shuk Ha Kot I Foh Hok Yuen).

After Lingnan University assumes full responsibility for the Hackett Medical College (See Part Two of General Plan) the name shall be **HACKETT MEDICAL COLLEGE OF LINGNAN UNIVERSITY.** The name in Chinese will be (Sz Laap Lingnan Taai Hok Ha Kot Kei Nim I Foh Hok Yuen).

After Lingnan University assumes full responsibility for the Hackett Medical College (See Part Two General Plan) the name of the Board of Directors of Hackett Medical College and Affiliated Institutions shall be changed to the Board of Directors of **Yautsai Medical Center.**
**Board of Directors.** The present organization shall not be affected until the actual transfer of the control of the work in medical education to the Directors of Lingnan University except that in order to make for coordination, and mutual understanding during this preliminary period, the directors of Hackett Medical College may nominate one member of the Board of Directors of Lingnan University as soon as there is a vacancy on that Board, and the directors of Lingnan University may nominate one member of the Board of Directors of Hackett Medical College as soon as there is a vacancy on that Board, and also the president of Lingnan University shall be, *ex-officio*, a non-voting member of the Board of Directors of Hackett Medical College, and the president of Hackett Medical College will be, *ex-officio*, a non-voting member of the Board of Directors of Lingnan University.

Following the transfer of responsibility for work in medical education on the Board of Directors of **Yaotsai Medical Center**, representing the Board of Foreign Missions of the Presbyterian Church in the U.S.A., the Founders of Hackett Medical College and hereinafter referred to as "The Founders", may nominate one member of the Board of Directors of Lingnan University.

**Administration.** The administration of Hackett Medical College during the preliminary period shall continue as it has in the past. Teachers added from Lingnan University and the Canton Hospital shall be voting members of the faculty of Hackett Medical College. Members of the staff of any of the affiliated hospitals, "Canton Hospital", "David Gregg Hospital", etc., may be given teaching appointments in the medical college without remuneration other than their hospital remuneration, and similarly, persons appointed in first instance to the teaching staff may have hospital appointments without additional remuneration. ("Remuneration" refers to salary, not to incidentals such as traveling expenses.)

**Property.** The property of Hackett Medical College and its affiliated institutions (David Gregg Hospital, Turner Training School for Nurses, and David Gregg School of Pharmacy) shall continue to be held in the name of the founders, through whatever representatives they may designate. During the preliminary period such space as is available will be used as at present for medical education. Following the transfer of medical education to the Board of Directors of Lingnan University, the Board of Directors of **Yaotsai Medical Center**, representing the Founders, may lease or contribute available space as may be requested.

**Staffing and Finance.** The Board of Directors of the Hackett Medical College shall continue to be responsible during the preliminary period for Hackett Medical College and its affiliated institutions (David Gregg Hospital, Turner Training School for Nurses, and David Gregg School of Pharmacy).

It is expected that in the period of Affiliation the Board of Directors of the Hackett Medical College, and after transfer of medical education to the Directors of Lingnan University that the Board of Directors of **Yaotsai Medical Center** shall contribute at least seven workers who shall be subject to whole or part time assignment to the Hackett Medical College of Lingnan University.
It is expected that the Founders (Presbyterian Board of Foreign Missions of the U.S.A.) of the Hackett Medical College shall continue to make every effort consonant with the needs of the whole Mission in South China to maintain the present quota for the work of Yautsai Medical Center (B.L. 160, Sec. 23) with the understanding that the members of this quota shall be subject to assignment to the Hackett Medical College of Lingnan University under the terms of the preceding paragraph.

It is expected that the Canadian Presbyterian Mission will contribute a member of the staff and that other Missions may contribute staff members.

In view of the fact that it is difficult to separate the finances of different departments in a college, and between medical college and hospital, it is hoped that each division will be able to finance itself, that is, premedical department, itself, medical department, itself, etc. It is further expected that each hospital unit will be more than self-supporting, and that it will contribute to the teaching work done therein.

**Special Funds.** The Board of Directors of the Hackett Medical College will have no responsibility at any time for the finances of any other part of the University than the Medical College. Similarly, the responsibility of Lingnan University for the financing of the Hackett Medical College will not be greater than for the expense of the Canton Hospital staff or for other members of its staff who are contributed to the Hackett Medical College but special arrangements may be made at any time during the preliminary period between the Board of Directors of Hackett Medical College and the general Board of Directors of Lingnan University for a joint campaign or mutual contribution for new buildings, special equipment, additional staff, or say, a deficit following some extraordinary occurrence. Whenever either funds or persons are contributed to Lingnan University for medical education the Board of Directors of Lingnan University will transfer such funds or assign such persons to the work in medical education under Hackett Medical College during the preliminary period, or if the contribution is made after it (Lingnan University) has assumed full responsibility for medical education, the assignment of such funds or persons will be made to the Hackett Medical College of Lingnan University.

**Instruction.** In order properly to present the project of this united work in medical education, meet the government requirements and secure an increasing number of students at the same time that the change is made in the medium of instruction, the change in entrance requirements will be made slowly, following this plan:

**Pre-Medical 1933.** Hackett will admit in September 1933, a pre-medical class of men and women which will be ready to enter the medical course in 1934 for intern service in 1938. Each of the members of the class will be a graduate of a standard Senior Middle School. The class will be taught largely in Chinese. Lingnan will admit a pre-medical class of both men and women, taught largely in English. This class will be ready for the medical course in 1936 and for intern service in 1940.
in the medical course will be in both English and Chinese. (That is, no change will be made in the plans which have already been announced for students entering either institution in September 1933).

1934. Hackett will admit a pre-medical class which will be ready to enter the medical course in 1935 and intern service in 1939. Each of the members of the class must be a graduate of a standard Senior Middle School. The class will be taught largely in Chinese. Lingnan will admit a pre-medical class taught largely in English. This class will be ready for the medical course in 1937 and for intern service in 1941. Instructions in the pre-medical course will be given largely in English.

1935. Hackett will admit a pre-medical class which will be ready to enter the medical course in 1936 and intern service in 1940. Each of the members of the class must be a graduate of a standard Senior Middle School and have had one year of collegiate work (after Middle School) which must have included work in Chemistry, Biology and/or Physics, and English. Instruction will be given largely in English. Lingnan will admit a pre-medical class which will be taught largely in English. This class will be ready for the medical course in 1938 and for intern service in 1941.

1936. In 1936 and thereafter Hackett will not admit a pre-medical class. All pre-medical instruction will be given at Lingnan, or equivalent work at other colleges. Lingnan will offer as a pre-medical course one year in length following a year of collegiate work including courses in Chemistry, Biology and/or Physics and English, but may continue its present course requiring three years of collegiate work, largely in English, if there is a sufficiently large number of students.

The above may be summarized as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Hackett English Course</th>
<th>Lingnan English Course</th>
<th>Year</th>
<th>Medium of Instruction</th>
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<tbody>
<tr>
<td>1933</td>
<td>1 yr. SMS 3 yrs. 3 yrs.</td>
<td>1934 SMS 3 yrs. 3 yrs.</td>
<td>1934</td>
<td>Hackett Chinese</td>
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<td>1934</td>
<td>SMS 3 yrs. 1 yr.</td>
<td>1935 SMS 3 yrs. 3 yrs.</td>
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<td>largely Chi.</td>
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<td>1935</td>
<td>SMS 3 yrs. 1 yr.</td>
<td>1936 H. &amp; L. Eng.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1936</td>
<td>No Course</td>
<td>1937 Lingnan English</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1937</td>
<td>No Course</td>
<td>1938</td>
<td></td>
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</table>

Medical Course. Hackett Medical College will admit both men and women to the regular four year medical course beginning with the class admitted in September, 1934. Beginning with 1935 the instruction will be more and more in English, although students will be encouraged to use also available Chinese text books so that their instruction will be as bi-lingual as possible.

Intern Year. The intern year may be taken at either of these hospitals or at other approved institutions.
Graduation. Unless other arrangements are made Hackett Medical College will confer the degree of M.B. on all who complete their intern work prior to, or in June, 1940. Lingnan University will grant the degrees on all who are admitted after the Board of Directors has assumed full responsibility.

At the appropriate time the American Foundation of Lingnan University will, if desired, apply to the Regents of the University of the State of New York for authorization to confer the degree of M.D. on all those who satisfy the Regents’ requirements for admission to pre-medical course, pre-medical curriculum and medical curriculum.

Transfer of Responsibility. The preliminary (Affiliation) period referred to in the earlier paragraphs, may end, and the Board of Directors of Lingnan University may assume full responsibility for the work in medical education, the name of the medical college changing to “The Hackett Medical College of Lingnan University” on the first of July of the year in which a class enters which has satisfied entrance requirements of graduation from a standard Senior Middle School and two years of special collegiate work, of which one shall be the premedical year.

If, however, the Board of Directors of Lingnan University is not ready at the time referred to in the preceding paragraph (and no later than 1936) to assume full responsibility for medical education, it is mutually agreed that the Affiliation Plan for carrying on medical education will continue in effect as between the Board of Directors of Lingnan University and the Board of Directors of the Hackett Medical College.

In case it is agreed that the period of Affiliation is to be lengthened and a review of the financial position of the Hackett Medical College shows a recurrent annual deficit due to having raised the standards of medical education in conformity to the terms of this Agreement, it is expected that the two Boards of Directors will bear equal shares of these deficits in the future.

Training of Nurses. Each of the hospitals cooperating in this project for medical education will give its own training courses for nurses.

Pharmacists. The training of pharmacists and technicians now being carried on at Hackett will be continued. As the students taking these courses may not present the same qualifications for admission as the premedical students, it may be necessary to arrange an entirely distinct first year curriculum for them. This will be done at Lingnan whenever and as soon as possible. (This is a more difficult problem than the adjustment of the premedical work.) The last two years of the course will be given at Hackett.

Tuition. In order more nearly to equalize the expenses of the student at the two institutions, and in order to secure a sufficient number of students, Lingnan will emphasize its policy of providing funded and liberal working scholarships, especially for premedical students of limited means but of good character and ability, and Hackett will raise its fees gradually to make it more nearly self-supporting, taking care at the same time to provide a means for worthy students to study.

Adjourned.

H. F. Thomson,
Secretary.
MISSION COUNCIL MINUTES

July 4, 1933

Paak Hok Tung

Members Present.
Dr. Kunkle, Miss Hill, Miss Pike, Dr. Walline, Mr. Snyder and Mr. Thomson.


It was voted to approve the Estimates as revised.

33119. The Pui Ying Cooperation Agreement and Memorandum on the Development of Pui Ying School.

The drafts of the Pui Ying Cooperation Agreement and the Memorandum on the Development of Pui Ying School approved by the Mission Council in S.C. 3358, March, 1933, having been approved by the Board of Directors of Pui Ying School and the Synod with the exception of one section, it was voted to delete this section and forward to the China Council and Board for Approval as follows:

THE PUI YING COOPERATION AGREEMENT.

The Pui Ying School was founded by the South China Mission of the Presbyterian Church in the U.S.A. (hereinafter called the Mission). It was maintained by them until 1919 when it was reorganized as a union school. In 1927 the Kwangtung Synod of the Church of Christ in China (hereinafter called the Synod) assumed full responsibility for the school. At the same time the Synod and Mission agreed to cooperate in the work of the school for a period of five years. The cordial relations of these years and the measure of success attained, justify a continuation of such cooperation. The Synod and Mission therefore renew the agreement in the following terms:

I. Christian Purpose.
The basis of cooperation of the Synod and Mission in the work of the Pui Ying Middle School is the Christian purpose of the Mission, the original founders, and of the Synod, the administrators, as expressed in the constitution under which the school is registered with the government.

II. Missionary Teachers.
The Mission will make every effort consonant with the needs of the whole work of the Mission to maintain three or four missionary teachers on the staff.
of the school. The assignment of missionaries to the school shall be as follows:

(1) Requests for the service of missionaries in the school shall be made by the school through the Synod and shall follow the procedure of the Allocation of Workers Memorandum which is recognized as a part of this agreement.

(2) Assignment to the work of the school shall ordinarily be made for the missionary's term of service on the field. Any request for reappointment shall be made to the Mission four months before the expiration of the term.

(3) Missionaries appointed to the school shall share the duties and privileges of staff members.

III. Lease of Property.

The land, buildings and equipment of the Mission now in use by the school and listed in the accompanying property memorandum shall be leased to the Synod for the use of the school on the following terms:

(1) The acceptance of the conditions as stated in the Lease of Mission Property Memorandum which is recognized as a part of this agreement.

(2) The payment of an annual rental of one dollar $1.00 Chinese Currency.

(3) This lease shall be for a period of three years. It is understood, however, that on the sale of the property as provided in the Pui Ying Development the lease will automatically be terminated.

IV. Duration of the Agreement.

This agreement provides the method of cooperation contemplated for the period July 1, 1933 to July 1, 1943. But it is understood that the continuation of cooperation is conditioned upon a fair measure of success in the attainment of the common purpose and that upon failure to do so the agreement may be terminated at any time by mutual consent or in the case of disagreement by either party, on the expiration of a year's notice.

V. Amendments.

This agreement may be amended in the same manner as first adopted.

MEMORANDUM ON THE DEVELOPMENT OF PUI YING SCHOOL.

The South China Mission of the Board of Foreign Missions of the Presbyterian Church in the U.S.A. and the Kwangtung Synod of the Church of Christ in China being in essential agreement in regard to the plans for the development of the Pui Ying School, in the work of which they cooperate, agree to the following division of financial responsibility for providing a new site and buildings for the school.

I. Land.

(1) The Presbyterian Board to provide the 24 mau of land known as the Andersen-Meyer plot. The title to remain for the present with the Foreign Board.

(2) The Synod to secure at least an additional 50 mau of adjacent land? This land to be in the name of the school. (The Synod has already bought 55 mau).
II. Buildings:

1. First Period (Planned as one year).
   (1) The Presbyterian Board to make available the $33,186.08 local currency ($26,164.60 H.K. currency) Pui Ying Development Fund held in Shanghai for the development of the school.
   (2) The Synod to provide an equal sum.

2. Second Period (planned as three years).
   (1) The Presbyterian Board to make available receipts from the sale of the present site and buildings of the school at Fati.
   (2) The Synod to raise a sum of not less than $150,000.

III. Religious Center and Residences.

It is understood that provision will be made within the above plan for a religious center and such residence sites for missionary teachers as may be needed.

IV. Availability of Board's Contribution.

It is agreed that the Board's contribution in each of the above items be conditioned on the corresponding contribution of the Synod, and only available when the condition is fulfilled.

As a practical method of procedure we suggest that the Pui Ying School be authorized to act for the Foreign Board in the sale of the Fati property.

V. Amendments.

Any change in the above division of responsibility shall require the approval of both parties as in the first instance and shall be recorded as an amendment to this memorandum.

28120. Memoranda on the Allocation of Workers, Equities in Property and Lease of Mission Property.

These memoranda are acknowledged as the recognized procedure by the Pui Ying Cooperation Agreement. There are some exceptions at present to the rules re Lease of Mission Property, in regard to chapels, which will be specified later in the Church Work Agreement.

MEMORANDUM ON THE ALLOCATION OF WORKERS.

It is understood by the Synod and the Mission that the following procedure constitutes the necessary conditions upon which members of the Mission are allocated to the work of the Synod:

I. Allocation of Mission members to the work of the Synod is made on the basis of Article Four of the General Basis of Cooperation Agreement. (S.C. 2977).

II. The Synod shall propose annually a statement of the number of missionaries needed in the various forms of work. On the basis of this the Mission shall make its appeal to the older church for new recruits for the work of the Synod.
III. When the Synod desires a member of the Mission to be allocated to its work, it shall make formal request to the Mission with information as to the nature of the position and work for which he is requested. Allocation may be for a term of years or may be on the basis of a permanent relationship.

IV. Assignment to work shall be made by the Synod on recommendation of its Personnel Committee. It is understood that the worker and the Mission will first be consulted and that before beginning work the worker will be given a work memorandum which shall specify the nature and place of work, the term of service and the administrative authority under which he will work.

V. Members of the Mission allocated to the Synod shall be under the direction of the church for full time work, except when by special agreement part of the worker's time is reserved for the special work of the Mission.

VI. Four months before a missionary allocated to the Synod leaves for furlough, the Synod shall review his work and indicate to the Mission its desire in regard to his return for work under the Synod.

VII. The request for new workers (see II), the request for the allocation of a member of the Mission (see III) and the work memorandum (see IV) shall be made on special forms to be provided. A copy of the last shall be given to the Mission for record and file.

VIII. Any change in this procedure of allocation shall require the formal consent of both parties as in the first instance and shall be recorded as an amendment to this memorandum.

MEMORANDUM ON THE LEASE OF MISSION PROPERTY.

Record is made of the following regulations governing all lease of Mission property to the Synod and applicable to all Mission property in the use of the Synod, its congregations or its institutions.

I. Purpose.

1. The property of the Mission is leased to the Synod for religious and educational work.

2. The lease of property to the Synod is based on Article 6 of the General Basis of Cooperation.

II. Rental.

1. A fixed rental shall be charged in every case.

2. The rental shall ordinarily be a nominal one, but the Synod shall reimburse the Mission for taxes paid by the Mission and shall be responsible for the payment of all other government fees and assessments.

3. The rental shall be payable in advance.

III. Repairs.

The Synod shall be responsible for keeping all property leased from the Mission in good repair, without expense to the Mission. An adequate sum for this purpose shall be included in the annual budget.
IV. New Buildings and Improvements.

1. New Buildings and Major repairs by Mission or Synod shall require the consent of both parties. Plans also must be approved by both.

2. Equities resulting from such building or repair shall be determined in accordance with the Memorandum on Property Equities.

V. Terms of Lease.

1. A lease shall in every case be for a fixed term of years ordinarily not to exceed two years, and may be subject to renewal.

2. A lease may be terminated by either party after six months' written notice.

3. If in the judgment of the Mission the property is used for other purposes than those specified in the lease, or is not kept in good repair, the lease shall automatically terminate upon notice in writing being given, and the property revert to the control of the Mission.

VI. Title to Property.

1. The property leased shall not be mortgaged, nor any part of it offered as security for any loan or indebtedness, no part of it shall be sublet nor the title rights of the Mission Board be in any way jeopardized.

2. Upon the expiration of the lease the Synod undertakes to restore to the Mission the full possession of the property.

VII. Procedure.

1. A lease agreement shall be made for each piece of property or for the property connected with each institution, on forms to be provided.

2. The lease shall become effective when approved by the Board of Foreign Missions and the Synod and signed by their official representatives.

VIII. Amendment.

Any change in the above regulations governing the lease of Mission property shall require the formal consent of both parties as in the first instance and shall be recorded as an amendment to this memorandum.

MEMORANDUM ON EQUITIES IN PROPERTY.

The South China Mission of the Board of Foreign Missions of the Presbyterian Church of the U.S.A. and the Kwangtung Synod of the Church of Christ in China place on record their common understanding in regard to equities in property which has been provided jointly by the Board and Synod.

I. The basis for reckoning equities shall be contribution to capital funds. All funds received from Chinese sources are to be credited to the Synod. All funds received from Presbyterian sources in U.S.A. are to be credited to the Board of Foreign Missions.

II. The Synod and Mission shall endeavor to make out equity statements, officially agreed to and recorded in printed minutes by both parties, for all property now held in which such equities might be considered to exist.

III. In all property projects in which participation of Synod and Mission is desired, provision shall be made in advance for reckoning equities.
IV. New property and improvements that add materially to permanent value of property are to be reckoned as an equity to be credited to the party financing it and recorded within a year as in section II.

V. The use of field receipts for new property or alterations or enlargements in Mission institutions requires specific action on the part of the Foreign Board and would normally become the equity of that Board, but should there be factors pointing toward the recognition of a Synod equity, the reckoning of equity shall be a matter of mutual agreement. In the case where a Synod institution using Mission property makes property improvements with the use of savings from the current budget for which it takes entire responsibility, the equity shall be credited to the Synod.

VI. It is recognized as desirable that all property be ultimately held in the name of the Synod. Recognition is given, however, of the wish of the Foreign Board to have its funds used in erection of buildings on land held by it until such time as the Synod has established a sufficiently stable property holding status.

VII. The Synod and Mission agree that neither will sell property in which the other has an equity without consulting the other. In the final adjustment of equities it is understood that consideration will be given not only to original investments and subsequent improvements, but also to possible unearned increment, appreciation or depreciation of land or building values.

VIII. The statement of equities shall be made on special forms to be provided.

IX. Any change in the above basis for determining equities shall require the formal consent of both parties as in the first instance and shall be recorded as an amendment to this memorandum.

33121. **True Light Middle School Agreement Extension for Six Months.**

The Board of Directors of True Light Middle School having asked for an extension of the present agreement, which ends July 31, 1983, for six months before entering upon a new agreement, it was voted to recommend approval to the China Council and the Board.

33122. **True Light Middle School Five Year Plan.**

The Board of Directors of True Light Middle School have prepared a Five Year Plan and recommend it to the Mission as follows:

1. That a combination gymnasium and auditorium be built at the cost of $30,000 H.K. One half of this sum is to be taken from school funds; $5,000 H.K. to be raised by the students; $10,000 was raised by the students several years ago for this purpose.
2. That $15,000 H.K. be used for putting up the necessary living quarters for men teachers. This amount to be taken from school funds.

3. That $5,000 H.K. be spent in digging a new well and improving the water supply. Work on all three should begin as soon as possible.

4. That the Mission be asked to provide $10,000 H.K. for major repairs mainly in True Light Hall.

5. That the Mission be asked to provide $10,000 H.K. for the purchase of land. Both sums are urgently needed.

6. That the school should try to raise at least $20,000 H.K. within the next four years for the building of a combined home economics building and infirmary, as soon as conditions permit the raising of funds abroad.

7. That a new building for the Religious Centre be put up as soon as money can be found for that purpose.

It was voted to recommend the approval of the plan to the China Council and the Board with the understanding that the building plans will be approved by Mission’s Property Committee and the construction done with school funds will constitute a Chinese equity. Items 4 & 5 have been put on the Mission Property List. (See S.C. 33116 for item 4) Item 5 is greatly needed. (See Blue Print and recommendation of R. L. Creighton, May 1933).

33123. Housing of Western School Teacher and Approval of Budget.

It was voted to assign Miss Mary Edwards, Western School teacher, to the True Light Middle School residence and to approve the budget of the school for 1933-34 as submitted by the Committee.

33124. Mr. R. L. Creighton Expenses.

It was voted to refer to the Property Committee the proper division of the expenses of Mr. R. L. Creighton and Mr. Yang of the Presbyterian Building Bureau in connection with their recent visit to Canton. (As between Hackett Medical College and the Mission).


A plan having been presented by the Property Committee for a systematic program of repairs it was voted to approve for the current year.
33126. **Minutes Received.**

The minutes of the 14th meeting of the Board of Directors of Hackett Medical College were received, also Linchow Station, June 20, 3323-3328 and June 27, 3329-3330.

Adjourned.

H. F. Thomson,

*Secretary.*

In response to a request from the National Christian Council for the services of Dr. A. J. Fisher in Connection with its Commission on Program and Cooperation for the coming year, referred to the Mission by the China Council, it was voted to reply that in view of the need for both Dr. and Mrs. Fisher for the work of the Kwongtung Synod the Mission Council is unable to approve this request.

H. F. Thomson, Secretary.
The eighty-eighth annual meeting of the South China Mission was held from September first to fifth, 1933, in the School for Western Children at Paak Hok Tung, Canton. Forty of the forty-five voting members on the field were present with a total attendance of forty-seven including special workers.

The meetings began with a Retreat from Friday evening through Sunday, followed by two days of Mission Meeting. Rev. R. F. Edwards, Miss M. M. Simpson, Rev. H. H. Pommerenke, Mr. Snyder and Miss Carpenter led in the devotional meetings; Miss Armentrout led the discussions on “Discipleship and the Ministry of Teaching” in two sessions, and the Rev. M. S. Ady presented a study of the “Epistle to the Hebrews” for three periods. Rev. G. W. Marshall conducted the Annual Communion Service and Mrs. Karcher a Sunday evening Song Service. A number of Presbyterians from Lingnan University and a few others attended the Sunday services and had lunch in homes at Paak Hok Tung. Two general conferences were held on the subjects, “Plans of the Synod for Advance” and “Responsibility of the Mission to a Program of Advance”. Dr. Kunkle’s name was on the docket to lead in the first conference, but due to sickness he was unable to attend. Consequently Dr. Walline led in both conferences. Rev. Y. S. Tom, Secretary of the Synod, reported on the plans of Synod during the first conference.
On Saturday afternoon sectional conferences were held which later reported to the Mission Meeting. Dr. Fuson led the Educational group; Dr. Herring, in the unavoidable absence of Dr. Karcher, the Medical; and Mr. Van Etten the Evangelistic. A good deal of time was given to the report of the Rules and Regulations Committee on the Mission Constitution and By-laws. A number of amendments were made, those of importance being referred to the Rules and Regulations Committee for study and wording, and reported back to the Mission at a later session. The Constitution and By-laws were finally adopted as amended.

33128. **Report of the Language Committee.**

Miss Margaret Edwards has passed her third year's examinations with great credit.

Dr. and Mrs. Bradshaw:

The Committee feels that Dr. and Mrs. Bradshaw have not had adequate opportunity to study the language in order to have completed the third year's work with the five years of their term, owing to the fact that Dr. Bradshaw was given responsible work before he had completed his first and second years' study, and since then has had full responsibility for the hospital in the station. The third year's language work has not been completed. The Committee deems it very important to their future work that they be given an opportunity to complete their third year's work before going home on furlough.

First year students:

Mildred Alf, Lois Armentrout, Mary Alice Lehman, and Dr. Mildred Nicholas have passed with credit their first year's work on the language. The Committee recommend that in connection with their second year's language study, they be given certain duties which will give them practical training in the language along the lines which they will be following later. This practice work does not
carry any responsibility, but shall be reported on by those who are in charge of that particular work as part of their language study.

Dr. and Mrs. Herring have passed their second year's examinations with credit and are herewith recommended to be received by the Mission as full voting members.

Rev. H. H. Pommerenke has passed his third year's examinations with credit.

33129. Reception of New Members.

On the basis of the report of the Language Committee, it was voted to receive Dr. and Mrs. Herring as voting members of the Mission.

33130. Election of Chairman.

Rev. A. H. VanEtten was elected chairman of the Mission Meeting.

33131. Absentee Excuses.

On the recommendation of the Rules and Regulations Committee the following were excused from attendance on Mission Meeting: Dr. and Mrs. A. J. Fisher, Dr. and Mrs. J. S. Kunkle, Mrs. H. H. Pommerenke and Dr. Karcher, Mrs. Fuson and Miss Rupert for part time.

33132. Synod Relations.

It was voted to instruct the Mission Council to study means of securing a closer approach to the Synod.

33133. Study of "Rethinking Missions".

It was voted that "Rethinking Missions" be referred to the Stations for study and report to the Mission Council before December.

33134. Charts showing Mission Responsibility.

It was voted to print for distribution the charts prepared by Dr. Walline for the Conference on the Responsibility of the Mission to a Program of Advance.
33135. **Findings of Sectional Conferences.**

It was voted to refer the recommendations of the Sectional Conferences to the Mission Council along with the Station recommendations to be made later.

33136. **Election of Mission Secretary.**

Dr. E. E. Walline was elected Secretary of the Mission.

33137. **Election of Business Agent.**

Miss Clara Tingley was elected Business Agent of the Mission.

33138. **Election of Mission Council Members.**

The following were elected members of the Mission Council for two years: Miss Alice M. Carpenter, Dr. Miriam Bell and Rev. H. F. Thomson.

33139. **Election of Delegate and Alternate to General Assembly.**

Dr. A. J. Fisher was elected delegate and Mrs. Fisher alternate to General Assembly for 1934.

33140. **Nominations for Secretary of China Council.**

The Mission made the following nominations for Secretary of China Council in order of preference: Miss Frame, Miss Moninger, Miss Moffet.

33141. **Biennial Meeting of China Council.**

It was voted to ask China Council to consider the question of a biennial meeting of China Council.

33142. **Report of Auditing Committee.**

The Auditing Committee reported that the Business Agent’s books had been audited and found correct.

33143. **Report of Custodian of Medical Records.**

Report was made that all but a few had completed their physical examination.
33144. **Mission Constitution and By-laws.**

It was voted to adopt the Constitution and By-laws presented by the Rules and Regulations Committee as amended by the Mission.

33145. **Time of Next Mission Meeting.**

It was voted that the next annual meeting of the Mission be held during the first week in September.

33146. **Nature of Mission Meeting.**

It was voted that the next annual meeting be similar in nature to the present one, with two days of Retreat followed by two days of conferences and business.

33147. **Approval of Mission Meeting Minutes.**

It was voted to instruct the Mission Council to be responsible for the approval of the minutes of this annual meeting.

33148. **Report of the Resolutions Committee.**

The following report was read and adopted:

The South China Mission would extend to the Hospitality Committee and to the hostesses of Paak Hok Tung a hearty vote of thanks for their cordiality and their thoughtful provision for our comfort during the annual meeting.

To our absentees, Dr. and Mrs. Kunkle and Mrs. Pommerenke, we desire to send our greetings, and to assure them that they have been missed. We trust that those who have been ill may have a speedy recovery, and all will soon resume their places among us.

We would express our sympathy for Miss Grace Rupert in the ordeal through which she has passed during the year, with our joy in her present improved health and our hope that she may have a complete recovery.
The Mission wishes to send hearty greeting to Dr. and Mrs. Fisher and tell them that we are looking forward eagerly to their return within this month.

To the Board of Foreign Missions and our constituency in the home land we desire to express our sympathetic understanding of the tremendous difficulties and problems which they face at this time; to affirm our loyalty to our Board, our appreciation of the sacrifices made by many of our supporters, and our willingness to bear our share of the burden.

The South China Mission desires to send to the Church of Christ in China, through the Synod, Christian greetings. We are grateful for the visit, during our present session, of the Executive Secretary, Mr. Y. S. Tom, who brought us helpful information and suggestions in regard to our common task. We rejoice in the progress made during the past year and pledge ourselves to hearty cooperation in plans looking forward over the next ten years.

To our friends, Mr. and Mrs. J. P. Snyder, we desire to express our deep love and sympathy in their tragic loss, with our admiration for their faith and serene courage. We cherish the fragrant memories of the life that bloomed for a few brief years among us, and rejoice in the assurance that little Jean is forever safe in the Father's home.

As we have come together in our annual meeting, we are conscious of a deepened sense of loss as we miss the cheery presence and wise counsels of our beloved colleague Dr. J. Allen Hofmann. Our Mission Council has already adopted a fitting memorial to his character and work, but the Mission as a whole wishes to endorse this record, also to express to Mrs. Hofmann our appreciation of her fine attitude and work, with the hope that the Hofmann family may long continue to be identified with our Mission.

The South China Mission remembers with profound gratitude the work of Dr. Mary W. Niles. On January 14, 1933, within three months after the School for the
Blind had celebrated the fiftieth anniversary of her arrival in China, she was called to the higher service. Almost to the very last she had continued her untiring efforts in behalf of the school which is a true memorial to her faith and vision. We rejoice in the accomplishments of her long life on earth and in her abundant entrance into the presence of her Lord.

We desire to send at this time a special message of greeting to Miss Lucy Durham, who was a member of our Mission for almost thirty years, during most of that time associated with Dr. Niles in the work for the blind. May the light that she has striven to give to others brighten her own pathway until the day dawn and the shadows flee away!

The South China Mission has heard with sorrow of the suffering and passing, on July 31, 1933, of Mrs. Henry M. McCandliss, honorably retired member of the Hainan Mission. She was in a double sense a daughter of our Mission, through her parents, Dr. and Mrs. J. G. Kerr, and as a member of the Mission from 1887 to 1893, when Hainan became an independent mission. In later years she was again linked to us through her two physician sons and her daughter, Mrs. Judson, all of whom gave years of valued service in South China. To all of her family we desire to express our appreciation of her long life of pioneer service and our sympathy in their personal loss.

Adjourned.

H. F. Thomson,
Secretary.
CONSTITUTION OF THE SOUTH CHINA MISSION

I. NAME

1. The Mission shall be called "The South China Mission of the Presbyterian Church in the U. S. A."

2. The name in Chinese shall be, "Mei Kwok Cheung Lo Ch’aa Ch’oii." 

II. MEMBERS

1. The Mission consists of all foreign missionaries under appointment by the Board within specified territorial limits.

2. A missionary having passed his second year's language examination shall be given a vote in the Mission. Exception to this rule may be made by special Mission action in case responsible work has been delegated to persons who, for good cause, have not completed the language requirements.

3. A new missionary shall be assigned no missionary work except under the supervision of the Language Committee until after his second year's examination has been passed, and shall be assigned no work for which he is individually responsible until after his third year's examination has been passed. Any exception to this rule must be by special action of the Mission Council.

4. The Board recognizes the following classes of missionaries: (a) Regular Missionaries, (b) Special Term Missionaries, (c) Affiliated Missionaries.

III. OFFICERS

1. The officers of the Mission shall be a Chairman, a Secretary and a Business Agent. The General Treasurer in the offices of the Associated Mission Treasurers, Shanghai, shall be permanent treasurer of the Mission subject to the rules of the permanent treasurer of the Mission subject to the rules of the Manual.

2. These officers shall be nominated and elected by ballot at the annual meeting of the Mission. After 1933, the Mission Secretary shall be elected for a two year term.

3. The Secretary of the Mission shall also be Secretary of the Mission Council. He shall be the Executive officer of the Mission, changed as seldom as possible, and freed from other work for at least half time. He shall be responsible for all official correspondence and the preservation of all records. He shall be chairman of the Promotion and Business Committees and secretary of the Personnel, Relations and Property Committees of the Mission Council.
The Secretary of the Mission shall also be the delegate of the Mission to the China Council. In this capacity, he shall take sufficient time to enable him by visits and conferences to become acquainted with the work of the whole Mission, and to make a study of its problems and needs.

4. Alternate to China Council. The Mission shall elect by ballot from its members an alternate to the China Council. He shall be elected for a term of two years, and shall be eligible for re-election.

"'Any voting member who has had at least five years in Mission service in China under our Board is eligible for membership on the Council.'"

IV. COMMITTEES

1. Mission Council. (a) Membership. The Mission Council shall consist of seven members; this number shall include the Secretary of the Mission ex-officio, with vote. The Council shall elect its own chairman by ballot.

(b) Election. Election shall be by ballot at the annual meeting of the Mission. The term of office shall be two years. No elected member shall be eligible for re-election within a period of one year from the time of the expiration of his term. The members shall be elected in two annual classes.

(c) Meetings. The Mission Council shall have at least three regular meetings within the year. The meetings of Council shall be open to members of the Mission except when stated to be private sessions.

(d) Duties and Powers. The Mission Council shall act for the Mission in all matters except the following:—1. Election of officers, members of the Mission Council, the alternate to China Council and delegates to General Assembly, and the nomination of China Council officers. 2. Determination of questions in regard to the Constitution. 3. Holding of conferences on various phases of Mission work leading to the formulation of Mission policies by the Mission Council.

(e) Emergency Procedure, Circular Letter Vote. The Chairman or Secretary of the Mission Council may propose actions by circular letter vote in case of emergency on matters of routine. If, when circulated among the members of the Council, the proposal receives a two-thirds vote with no dissenting votes, it becomes an action of the Council.

(f) Requests from Stations and Individuals. Station matters shall not be acted upon by the Mission Council prior to consideration by the Station concerned. In the event of non-action or unfavorable action on the part of the Station, any Station member may exercise the privilege of having the whole matter referred to Mission Council for consideration.

(g) Protest. All actions shall be reported at once to the members of the Mission. At any time within one month after the date of mailing of an action a reconsideration of any action may be called for by a formal protest
of five voting members. In such event the matter shall be taken up in the
light of the protest for final action, and shall require a two-thirds vote.


The standing committees of Mission Council shall be:—the Personnel,
Relations, Property and Business Committees. The chairmen shall be members
of the Mission Council but each committee may have members who are not
on the Mission Council, except the Personnel Committee which shall consist
of three members, the Mission Secretary ex-officio, and two other members
who shall be elected from among the members of the Mission Council. It is
provided that at least one of the members of the Committee shall be a woman.
The chairman of the committee shall be chosen by the Mission Council. Each
of the other committees shall have at least three members who are resident in
Canton and a corresponding member from each of the other stations. The
Corresponding members shall have full vote when meeting with their respective
committees.

(a) Personnel Committee. It shall be the duty of the Personnel Commit­
tee to study and make recommendations to the Mission Council concerning
the "supervision, guidance and care of missionaries, including location,
housing, training, assignment, health, vacations and furloughs; requests for
appointment, discontinuance and retirement of missionaries; advice on furlough
study and service by missionaries, etc."

(b) Relations Committee. It shall be the duty of the Relations Com­
mittee to study and make recommendations to the Mission Council regarding
any transfer of the Board's force, funds or property to other organizations and
regarding cooperation or union with other field organizations. The Scholarship
Board and all Boards of Directors as well as relations with the Kwangtung
Synod of the Church of Christ in China shall be subject to the review of the
Relations Committee.

(c) Property Committee. It shall be the duty of the Property Committee
to study and make recommendations to the Mission Council concerning the
purchase, construction, use and care of Board property and the legalizing and
holding of Board title deeds.

(d) Business Committee. The Business Committee shall be composed of
the Mission Secretary, who shall be chairman of the committee, the Business
Agent, who shall be secretary, and one other member resident in Canton.
The Treasurers of the several Stations shall be corresponding members. It
shall be the duty of this committee to examine the detailed estimates of each
station and of all work for which Board funds are appropriated, including the
Synod, and report to the Mission Council its findings with recommendations;
it shall also submit to the Mission Council recommendations for the apportion­
ment of the Board's annual grant based upon the relative needs of the work.
The Auditing and Publicity Committees shall be subject to the review of the Business Committee.

e) Promotion Committee. The Promotion Committee shall be composed of the chairmen of the four standing committees of Council with the Mission Secretary as chairman. The duty of this committee shall be to correlate the work of the various committees, to study and report on all projects and in general to plan for progress in all Mission and related work.

It shall serve as the Docket and Nominating Committee of the Mission.

3. Special Committees.

a) Auditing Committee. An Auditing Committee, consisting of two members, shall be annually appointed and shall act in accordance with the Board's Manual (Sec. 140) in so far as the accounts of the Business Agent in Canton are concerned. This shall include the audit of all accounts of Stations or institutions cared for directly through the Business Agent. When possible this committee shall include an outside professional auditor.

b) Hospitality Committee. A Hospitality Committee, consisting of three or more members resident in Canton, shall be annually appointed by the Mission Council. It shall be the duty of this committee to arrange for the housing of all members of the Mission resident in Canton and also to arrange for the temporary housing of members of the Mission from other Stations and visitors to Canton subject to the approval of the Mission Council. It shall be in charge of all hospitality arrangements for meetings of the Mission.

c) Language Committee. A Language Committee consisting of at least three members resident in Canton and one from each of the other stations as corresponding members, with right to vote when meeting with their respective committees, shall be appointed annually by the Mission. It shall have charge of all matters connected with the language course or the language study of new missionaries in accordance with the Manual.

d) Publicity Committee. A Publicity Committee, consisting of three or more members resident in Canton with corresponding members in the other Stations, shall be annually appointed by the Mission Council. It shall be the duty of this committee to edit the annual Mission report at the end of the calendar year for submission to the Board; and to make it available in printed form as publicity matter for members of the Mission; and to prepare such additional publicity matter as shall seem advisable from time to time.

e) Resolutions Committee. A Resolutions Committee composed of one or more members shall be annually appointed by the Mission Council. It shall present for adoption by the Mission in annual session such resolutions as are appropriate at the time.

f) Rules and Regulations Committee. A Rules and Regulations Committee composed of one or more members from each Station, shall be appointed annually by the Mission Council.
To this Committee shall be referred for consideration, formulation and recommendation to the Mission all proposed alterations in the Constitution and By-laws, or points of interpretation.

4. Appointment of Committees.

(a) All standing and special committees and members to fill vacancies on Boards of Directors, except where otherwise specified by the Constitution, shall be appointed by the Mission Council at its first session after each annual meeting of the Mission and shall continue to stand until their successors be appointed.

(b) Any vacancy on Mission Council, or of office, which may occur during the year, shall be filled by appointment of the Mission Council.

(c) No member of the Mission shall be eligible to membership on more than three committees, principal or special, or boards of directors. Ex-officio membership shall not be counted.

V. Meetings.

1. An annual meeting of the Mission shall be held in accordance with the provisions of the By-laws. (Art. VII).

2. Special meetings may be called at any time by the Mission Council or at the request of any station or any five members of the Mission.

3. Two-thirds of the voting members then on the field shall constitute a quorum. Members absent from the place of Mission Meeting by permission of the Mission shall not be counted as on the field in determining the number required for a quorum.

4. The majority of those present at any properly called and regularly constituted meeting shall be sufficient to decide on any question, except when the rules of the Board require otherwise.

5. On all points not herein treated the “General Rules for Judicatories of the Presbyterian Church” shall be the authority.

VI. Stations.

1. “A Station is a place where missionaries reside and from which organized work extends throughout an adjacent area within limits prescribed by the Mission. Each Station shall have control of the missionary work within its field, under the direction of the Mission.”

2. Each Station shall have a Secretary, who shall be elected annually at a Station meeting preceding the annual Mission meeting. It shall be his duty to send to each member of the Station all communications received from the Board or from the Mission Secretary, to keep a record of the actions and to correspond on all official matters.
3. Each Station shall have a Treasurer chosen according to the provisions of the Board's Manual. The offices of Station Secretary and Treasurer may be held by the same person. He shall be elected annually at a Station meeting preceding the annual meeting of the Mission but shall not take office till the following April. His election, when not a re-election shall be subject to ratification by the Mission and be notified to the Board.

Each Station Treasurer shall submit to the Business Agent a financial statement of the year's receipts and disbursements. This statement shall be on forms supplied by the Business Agent, properly audited by the Station Auditors, and sent to the Mission Agent as soon as possible after the close of the fiscal year.

4. Each Station shall prepare an estimate of funds needed for the work of the following fiscal year, which shall be submitted to the Business Committee before the first of June; and upon approval by the Mission Council be forwarded by the Business Agent to the China Council and the Board.

5. Each Station shall have the power to draw up rules for the management of its work and workers, but these rules must be approved by the Mission before going into effect and shall always be subject to revision by the Mission.

VII. Amendments.

The Constitution may be amended by a two-thirds vote of an annual meeting, provided that the proposed amendment shall have been submitted in writing to the members of the Mission at least one month previous to the annual meeting at which the proposed amendment is to be voted upon. Amendments to the amendment made from the floor during debate shall not require previous notice if unanimously adopted.
BY-LAWS OF THE SOUTH CHINA MISSION.

I. LANGUAGE STUDY.

1. Each new missionary unless excused by Mission Council action shall spend his first two years in language study.

2. The dialect to be studied and the place of residence during the first and second years of language study shall be determined by the Mission Council in consultation with the Language Committee and the Station or institution to which the missionary has been assigned.

3. The Mission Language Committee shall prescribe the course of study; provide for the conduct of the examinations, and direct the missionary during the entire course of his language study.

II. HOUSING.

1. The Mission shall provide accommodation for each missionary.

2. The assignment of houses to the different missionaries shall be made by the Station except in Canton where the Hospitality Committee shall act subject to the approval of the Mission Council.

3. Each house owned or rented by the Mission, with the lot pertaining thereto, shall be exclusively under the control of those who occupy the house, but no permanent alteration of house or grounds may be made without the approval of the Station, or, in the case of Canton, of the Mission Council.

4. When the lot connected with two houses is not divided, the members of the Mission who occupy the two houses shall have joint control of the lot.

III. HOUSE REPAIR REGULATIONS.

1. All repair funds throughout the Mission with the exception of the minimum amount granted annually to Stations other than Canton shall be included in one general repair fund which shall be regarded as an active fund for the upkeep and regular repair of buildings rather than an emergency fund. Emergencies and large repairs may be met by special grants of the China Council or the Board.

2. The minimum annual grant from the repair fund for residences shall be \( \frac{3}{4} \) of one per cent of replacement cost reckoned at the flat rate of \$15,000 H.K. per house; i.e. \$112.50 H.K. per house.

   In the case of institutional buildings under the control of the Mission, the annual grant from the Mission shall be \( \frac{3}{4} \) of one per cent replacement provided the institution has included in its budget at least an equivalent amount.

3. Annual grants shall not be paid in a lump sum but on the presentation to the Business Agent or the Station Treasurer of a detailed statement of repairs
on a regular form by the local property supervisor. Any unexpended portion of the grant shall cease to bear specific residence or Station designation at the end of the fiscal year.

4. For each group or combination of groups of buildings there shall be appointed a property supervisor who shall be chosen by the Mission Council in the case of Canton Station, and by the stations themselves in the case of the other stations, and who shall be responsible for the repair and upkeep of buildings of the group or groups; that in the case of institutions, the official head of the institution act as supervisor unless someone else is officially appointed. The local property supervisor shall make at least one thorough inspection of all buildings each year; when possible accompanied by the Mission Property Specialist or a qualified architect or builder.

5. The Mission Property Committee shall give over to the local supervisors all work except the following:

   (1) General oversight of Mission property,
   (2) Approval of expenditures beyond the minimum residence grant,
   (3) Approval of building plans.

IV. PHYSICAL EXAMINATION.

1. Each member of the Mission shall take a physical examination each year in accordance with the Board Manual.

2. Records of these examinations shall be kept by the Mission Custodian of Medical Records on blanks provided by the Board. A summary of these findings with recommendations is sent home to the Board when the missionary takes a furlough.

3. Missionaries shall go to a physician of their own choice during the year for this physical examination. On April first the Custodian of Medical Records shall arrange assignments for any not yet examined.

4. The Mission Council shall appoint a physician with residence in Canton to be Custodian of Medical Records of all members of the Mission, the records to be available only to the assigned examining physician or other physicians called in consultation.

V. MEDICAL AND DENTAL REGULATIONS.

1. The medical care of the missionary includes not only the services of the Mission physician, but also all other medical expenses, oculist and one-half of dental expenses, which may be incurred by the missionary under the conditions laid down by the China Council and the Board. The children of missionaries are included in this provision.

2. Except when the illness of a missionary is of such a nature that the available professional services are inadequate locally the missionary should be cared for in his or her own station. In those cases where specialized services are required, the patient may be sent to a larger medical center for consultation or treatment.
In case a member of the Mission desires consultation or treatment for illness by a physician or physicians outside the Mission, the member shall obtain prior permission if possible from a Mission physician after an estimate of expense has been given.

3. Receipted bills showing details should be sent to the Mission Business Agents, countersigned by a Mission physician, and if everything is in conformity to China Council regulations, shall be endorsed by the Secretary of the Mission and forwarded to the China Council office.

4. Records of medicines, medical and surgical supplies of missionaries and their children, prescribed by a physician, shall be kept by the Station hospitals and after approval by the Mission Secretary shall be sent to the China Council quarterly or semi-annually for payment.

5. All payments (unless otherwise requested) will be made through the salary accounts of the Associated Mission Treasurers.

VI. Vacation Regulations.

1. The regular field vacation for an entire year shall be six weeks only.

2. Travel by direct route to any of the ordinary summer resorts in China or neighboring countries to and from the resort will be reckoned as additional to the six weeks provided it does not exceed one week for the round trip. (B.L. 171:12).

3. Any absence from the Station during the year except for direct Mission work approved either by the Station or by the Mission Council (as for instance conferences, committee meetings, etc.), and except for health reasons should be reckoned as vacation.

4. Absences for health reasons must have the approval of physician, Mission Council, and China Council.

5. Mothers with children may extend their absence from the Station to cover the three summer months without specific action.

6. The Station should arrange the time of departure and return of its missionaries in order that it may have constantly at least one man missionary resident if at all practicable. (B.L. 171:12).

7. Students during their first two years on the field may arrange with the approval of the Station to extend their absence from the Station four weeks beyond the regular vacation period for language study, providing they can satisfactorily arrange for language teachers without additional expense to the Board and do not thus lengthen their vacation.

8. Absences other than the foregoing or any extension of length of absence should only be for exceptional and satisfactory reasons and with the approval of the Mission Council and the China Council.

VII. Meetings

1. The Mission shall hold an annual meeting for the following purposes: (a) Christian fellowship and spiritual development. (b) Reports, conferences and study looking to the improvement of methods, the development of Mission
policy with reference to the various forms of mission work. (c) Elections. 
(d) Consideration of constitutional questions.

2. A member shall not absent himself or herself from any regularly called meeting of the Mission without valid reason, and shall always present an excuse in writing to the Mission.

3. Voting members present and failing to vote, unless excused by the Mission from voting, shall be counted with the majority.

VIII. Minutes.

Each Station and Board of Directors shall keep a full and accurate record of all its transactions in a minute book, the actions to be numbered similarly to those of the Mission minutes. A full typewritten copy of the minutes of each meeting shall be forwarded immediately by the secretary to the Secretary of the Mission. These Minutes shall be reviewed by the Mission Council which will take action on matters that require such, and make criticisms and suggestions, after which no further examination of such records will be required.

IX. Reports.

1. The station and field reports shall be approved by the Station and the reports of institutions shall be approved by the Boards of Directors before being submitted to the Mission. The reports of the representatives of the Mission on boards of union institutions shall be accompanied by the latest annual report of said board. These reports shall be submitted at the end of the calendar year. The Publicity Committee shall prepare a summary of reports to be forwarded to the Board, and copies of this shall be printed and circulated among members of the Mission for use as publicity matter in home letters. Copies of institutional and station reports shall be sent by the Business Agent to each station.

At the annual meeting ample time shall be set aside for informal supplementary reports covering intervening months. The Publicity Committee shall see that proper persons are ready to give the various reports.

2. All personal reports shall be sent at the end of the calendar year to the Business Agent in duplicate. The Business Agent will check their receipt and hand them to the Personnel Committee. The Personnel Committee will forward them, with their opinion thereon when desirable, to the China Council and the Board.

3. All reports, except the informal supplementary reports mentioned in paragraph 1, and the personal reports, presented to the Mission, must be typewritten in five copies, copies to be retained by the Mission Secretary and each Station Secretary.

4. Each Station shall submit to the Mission Council in a regular Station minutes before the first of June requests for new missionaries and new property with covering material.
X. Office of Business Agent

1. Fiscal Reports.
   a. The Business Agent shall prepare at the close of each fiscal year a report of all accounts handled by the Business Office. These reports shall be audited, together with their relevant material by the Mission Auditing Committee, and shall then be sent to the General Treasurer in Shanghai, a copy being retained in the Business Office.
   
b. Copies of the audited annual fiscal reports of stations and all institutions and organizations receiving money from the Presbyterian Board of Foreign Missions within the bounds of the Mission must be filed with the Business Agent.
   
c. The Business Agent shall be ex-officio secretary of the Mission Business Committee and as such shall forward to the China Council the estimates for each ensuing year as approved by the Mission Council.
   
d. It shall be the duty of the Business Agent to care for all routine work of the Mission Office, such as purchasing supplies at the request of members of the Mission, keeping official lists of furlough dates, etc., taking charge of the Mission files and typing for the Mission under the general direction of the Secretary of the Mission.
   
e. The Business Agent shall be Statistician of the Mission and shall collect, compile, record and forward to the China Council and the Board all statistics connected with the work of the Mission. All statistics from stations and institutions should be in the hands of the Business Agent by July 1 of each year.
   
   He shall also collect and file all reports, station, institution, field, and personal, and after submitting them to the proper committees, forward copies to the China Council and the Board in accordance with Article IX of the By-laws.
   
f. The Business Agent shall receive, stamp and care for all the books and pamphlets belonging to the Mission, and shall periodically send notices to the members of the Mission of new books, magazines or pamphlets received.
   
g. Changes in Business Agents should, where possible, be made to take effect on April 1st.

XI. General.

1. No member of the Mission, under any circumstances, shall be allowed to begin independent work without the consent of the Mission, and all work carried on by any member of the Mission, whether supported by Mission money or private funds, must be authorized by the Mission or Station and be under the direction of the Station in the same way as all other work; exceptions to be approved by the Mission and Board; except that members assigned to other organizations such as the Synod shall come under Allocation of Workers Agreement in regard to work.
2. No missionary shall take up official cases except with consent of his Station and the U.S. Consul-General where possible. Copies of the correspondence concerning all such cases shall be placed on file with the Station and Mission secretaries.

XII. Amendments.

The By-laws may be amended by a two-thirds vote of an annual meeting provided that notice has been given at a previous session of that meeting, or, ad interim, by notification of all Stations and the consent of at least two, provided it be a majority of the Mission. Revisions necessitated by changes in China Council or Board regulations may be made by the Mission Council.
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Language Committee.
Dr. C. G. Fuson, Chairman.
Mrs. G. W. Marshall.
Miss Alice Carpenter.
Miss Florence Pike.

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REPRESENTATIVES ON BOARDS OF DIRECTORS

**Union Theological College**
- Mrs. G. W. Marshall, 1934.
- Dr. A. J. Fisher, 1937.

**John G. Kerr Hospital for the Insane**
- Dr. C. C. Selden, Life.
- Mr. J. P. Snyder, 1933.
- Dr. C. G. Fuson, 1933.
- Dr. J. F. Karcher, 1933.

**Union Normal School**
- Dr. C. G. Fuson, 1935.

**True Light Religious Center**
- Miss Miriam Simpson, 1934.
- Mrs. E. E. Walline, 1934.
- Mrs. J. Oscar Thomson, 1935.
- Mr. Lo Koon Wai, 1935.

**Hackett Institutions**
- Rev. E. E. Walline, 1934.
- Mrs. J. S. Kunkle, 1936.

**True Light Middle School**
- Miss Gertrude Hill, 1934.
- Dr. J. S. Kunkle, 1935.
- Mrs. C. G. Fuson, 1936.

**Ming Sam School for the Blind**
- Miss Grace Rupert, 1935.

**Committee for the Western School**
- Rev. E. E. Walline, Chairman, 1934.
- Mrs. J. P. Snyder, 1936.

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