



Rockefeller University records, Corporation, Treasurer, Ledgers and Account Books

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Rockefeller Archive Center

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Sleepy Hollow 10591

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Summary Information

Repository:	Rockefeller Archive Center
Creator:	Rockefeller University
Creator:	Rockefeller Institute for Medical Research
Title:	Rockefeller University records, Corporation, Treasurer, Ledgers and Account Books
ID:	FA866
Date [inclusive]:	1910-1978
Physical Description:	7 Cubic Feet 8 boxes and 6 packages. Extent is approximate.
General Physical Description note:	8 boxes and 6 packages.
Language of the Material:	English

Preferred Citation note

Information regarding the Rockefeller Archive Center's preferred elements and forms of citation can be found at <http://www.rockarch.org/research/citations.php>

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Biographical / Historical

By the By-Laws of the Corporation adopted in 1910, a Treasurer of the Corporation was to be elected by the Board of Trustees at the annual meeting. The Treasurer was designated as the officer to have custody of the permanent funds and securities of the Corporation, to pay bills incurred by resolution of the Board of Trustees under the authority of the Executive Committee, and to make payments to the Board of Scientific Directors upon authorized requisition from them. It was the duty of the Treasurer to keep proper books, to present at each meeting an exact accounting of receipts and disbursements and to present an annual report of the accounts of the year. Additions to the Rules of the Board of Trustees provided that the Treasurer act as secretary of the Finance Committee and have custody, of its minutes and other papers and documents relating to the work of the committee.

The first treasurer of the Corporation was Louis Guerineau Myers who served until 1932. Costs of the Treasurer's office were shared among several of the Rockefeller philanthropic enterprises such

as the General Education Fund and the Laura Spelman Rockefeller Fund. The Board of Trustees was empowered to appoint an Assistant Treasurer and Lefferts Mason Dashiell was appointed in 1923. He became Acting Treasurer in 1932 upon the death of Louis G. Myers and was appointed Treasurer of the Corporation in 1939. Edward Robinson became Assistant Treasurer and Treasurer in 1939 with Benson Blake as Assistant Treasurer. In 1942 Edward Emerson became Assistant Treasurer and in 1954 he was succeeded by Robert Letort.

In 1953 new By-Laws of the Corporation were adopted, and under the reorganization then instituted a complete study of the business and financial administration of the Institute was authorized. Over a period of several years thoroughgoing changes of positions and responsibilities were established.

Between 1955-1959 Edward Robinson served as Treasurer and Robert Letort as Assistant Treasurer. Lindsley F. Kimball became Treasurer April 1959 (though elected to take office January 1, 1959) and William E. Dietz took office as Assistant Treasurer in March 1959. The office of William Dietz was enlarged to include the newly created office of Comptroller which included supervision of the office of the Bursar which in 1961 became the Bursar and Deputy Assistant Treasurer.

In May 1965 when Lindsley F. Kimball retired, J. Richardson Dilworth, who as Trustee had been very active and influential on the Finance Committee became Treasurer. Until 1969, while new patterns were developing, William E. Dietz, as Assistant Treasurer and Controller supervised much of the financial management of the University. William E. Dietz retired December 1969.

Finally a clear-cut division between the management of the University's business and the management of financial properties and investments was established. Joseph Richardson Dilworth served as Treasurer, Sydney Anglin Woodd-Cahusac as Associate Treasurer and Arthur Francis Hubbard as Deputy Assistant Treasurer. In May 1971 J. Richardson Dilworth, who continued as a trustee of the University and chairman of its Finance Committee was succeeded as Treasurer by Sydney A. Woodd-Cahusac and in 1972 Arthur F. Hubbard became Assistant Treasurer.

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Scope and Contents

Consists of cash books, ledgers, journals, security account books, security ledgers, security logs, and vault records kept by the office of the treasurer of the Rockefeller Institute for Medical Research. The records were subsequently kept by the office of the controller (created in 1959).

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Arrangement

Chronological or alphabetical order.

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File Plan note

Former Classification: I 190-4

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Administrative Information

Publication Statement

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Conditions Governing Access note

This collection is open for research. Brittle or damaged items are available at the discretion of RAC.

Processing Information

Level 1 Minimal Processing has been conducted to establish basic intellectual and physical control of the material and assess immediate preservation and conservation needs. Material remains as received, in original boxes and storage containers.

Processed by Lee R. Hiltzik, 3 April 1989.

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Collection Inventory

Title/Description	Instances	
Inactive Investment Security Log A-B, 1910-1970 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 1
Inactive Investment Security Log C, 1910-1920 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 2
Inactive Investment Security Log D-F, 1952-1969 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 3
Inactive Investment Security Log G-K, 1946-1970 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 4
Inactive Investment Security Log L-P, 1936-1967 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 5
Inactive Investment Security Log Q-T, 1929-1968 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 6
Inactive Investment Security Log U-Z, 1916-1970 <u>Conditions Governing Access:</u> Conditions Governing Access Limited access. Consult Archivist.	box 1	folder 7
Inactive Securities Sheets A-I, 1952-1960	box 1	folder 8

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Inactive Securities Sheets K-P, 1950-1957

box 1

folder 9

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Inactive Securities Sheets S, 1951-1958

box 1

folder 10

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Inactive Securities Sheets U-V, 1951-1958

box 1

folder 11

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Journal No. 1, 1910-1936

box 2

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Journal No. 2, 1936-1953

box 2

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Journal No. 4, 1966-1970

box 3

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Vault Record Book, 1953-1955

box 3

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Vault Record Book, 1957-1959

box 3

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Vault Record Book, 1959-1960	box 3
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 1, 1910-1926	box 4
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 2, 1926-1936	box 4
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 4, 1945-1953	box 5
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 5, 1953-1959	box 5
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 6, 1959-1962	box 6
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 7, 1962-1965	box 6
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Cash Book No. 8, 1965-1967	box 7
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Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Ledger No. 1, 1911-1916 box 7

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities No. 3 [Stocks], 1959-1975 box 8

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities Ledger, 1974-1978 box 8

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities No. 1 [Bonds, Trusts, and Gifts], 1930-1959 package 1

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities No. 2 [Stocks and Mortgages], 1916-1956 package 2

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities Ledger, 1911-1929 package 3

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Securities Ledger No. 5 [Stocks and Bonds], 1955-1959 package 4

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Ledger No. 2, 1917-1926 package 5

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.

Ledger No. 5, 1945-1956

package 6

Conditions Governing Access:

Conditions Governing Access

Limited access. Consult Archivist.