



Rockefeller University records, Corporation, Board of Trustees, Finance Committee, Minutes

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English

Describing Archives: A Content Standard

Rockefeller Archive Center

15 Dayton Avenue

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, Board of Trustees, Finance Committee, Minutes
ID:	FA1017
Date [inclusive]:	1911-1971
Physical Description:	0.57 Cubic Feet 1 letter document box, 1 half-letter box.
Physical Description:	2 boxes.
Language of the Material:	English

Preferred Citation

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

As established by the By-Laws of 1911, the Finance Committee consisted of three elected members of the Board of Trustees to have power, subject to the regulations and limitations of the Board to make and change investments. This Committee was deemed to be in continuous session and joint action of two members was binding. Regular minutes of actions were to be kept and formal reports to be made at regular meetings of the Board.

Over the years various amendments were made to the Rules for this Committee clarifying policies governing investments. The Treasurer of the Corporation (as of 1926) was to act as Secretary of the Committee and have custody of the Minutes and other papers and documents relating to its work. The Assistant Treasurer was to act as Assistant Secretary of the Committee.

The reorganization of 1953 left the Finance Committee at three elected members to advise the Board of Trustees and Treasurer on investments and financial policy and other powers and responsibilities as

conferred by the Board of Trustees. The size of the Committee was amended in 1962 to no less than three and no more than five elected members.

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Scope and Contents

Consists of signed records of actions taken in regard to financial transactions and securities bought and sold by the Rockefeller Institute for Medical Research.

Starting with June 4, 1959 Minutes are mimeograph copies, much more detailed and not signed (archive copies are not originals).

Included in Box 1 is a report made February 21, 1941 by Squires & Company to the Finance Committee on "Revision of Basis for carrying the Investments on the books of account at cost or other original basis".

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Arrangement

Box 1 is arranged chronologically by code number. Box 2 is arranged chronologically by date.

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File Plan

Former Classification: I 140

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Administrative Information

Publication Statement

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Conditions Governing Access

Open for research. Brittle or damaged items are available at the discretion of RAC. Researchers interested in accessing digital media (floppy disks, CDs, DVDs, etc.) or audiovisual material (audio cassettes, VHS, etc.) in this collection must use an access surrogate. The original items may not be accessed because of preservation concerns. To request an access surrogate be made, or if you are unsure if there is an access surrogate, please contact an archivist.

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Collection Inventory

Title/Description	Instances
1911 June 28 - 1916 May 13	box 1
1916 October 10 - 1935 May 31	box 1
1935 July 17 - 1941 May 23	box 1
1941 July 9 - 1956 December 27	box 1
1957 January 10 - 1959 May 5	box 1
1959 June 4 - 1971 January 28	box 2