

9 February 1965

ADMINISTRATION AT MANILA OBSERVATORY

Situation: At present, the Superior is both Director and President of the Corporation. (Note: The duties of Corporation President are few and are best handled by the Director. Discussion of President is left out to simplify the procedure.) Further, the Minister is the Treasurer who handles cash disbursements and the accounting. In the bookkeeping he is assisted by an accountant.

In the event that the Superior is not the Director, how can the various duties be best arranged so that the important apostolate of the Observatory will be best achieved? How is authority to be distributed among the Superior, the Director, the Minister, the Treasurer? Can only two persons handle the tasks of Superior, Director, Minister and Treasurer?

I. Historically what was done?

A. Prewar.

The Observatory Fathers were regular members of the Ateneo Community, then San Jose, and then from 1932 to the War, of the Ateneo de Manila. In the last period, the Observatory Fathers paid board and rent for the buildings to the Ateneo. Father Selga, as Director -- under Father Mission Superior -- had full charge of all Observatory funds. Father Repetti acted as a Minister to provide petty cash for travel, clothes, etc. for the Observatory Fathers. The annual meeting in January produced accurate accounting of income from salaries and investments. The Observatory had its own car. Thus the local Rector did not have authority to determine Observatory policy, men or work. Father Selga was directly responsible