

Dinner Room





MR. Gene Van Horn



HARRY CHENG - HARRY CHEN (Chef)  
MRS. N. CHEN.



Miss Costello



Josephine Khan

Bus Trips  
Armstrong Grove - Russian River

Milton Warm Springs



Golden Gate Park  
To see Japanese Tea Garden



Free Doughnuts - The 1 P

100% of all proceeds

VIRGINIA PICTURES



Mrs. Antoinette H.C. Aug. 29.



Mrs. Virginia Richwine Aug.



Mrs. Helen Rockford G.P.R.T. Aug. 29.



Miss Margaret Stuart Dec. 24



Mrs. Juliette Street Dec. 11



Mrs. Gillian Pratt Aug. 16

## *Champ Salesman Wins Prize Trip, Gets Prize Fish*



J. G. Richwine and Catch

J. G. Richwine is a record-breaking salesman and a record-breaking fisherman. Here he is with two of the fish he has caught this summer at Lake Almanor, Lassen County, California—one of them the largest trout to be taken from that lake this year.

How did Mr. Richwine get the vacation trip to go fishing? Simply because he won a month's vacation, with all expenses paid, offered by the Arthur R. Lindburg Company, San Francisco, to the salesman who would lead the organization during the year 1934.

And incidentally, that big fish won him another prize of a fine new fishing rod for catching the largest trout of the season.



Mrs. Virginia Jennings



Mrs. Lenore Caplano



Mr. John Richwine



Mrs. Eva Hobley



Mr. Walter Bates



Miss Haleyon Brewer





Halloween decoration  
by Harry Chen



Tove Pederson



Carmen Moseoso



Juana Dolatre



Feliciana Bacani



Estrella Daoco

Pinting Roem



Lourdes Villanueva



Chef Harry Chen and Kitchen Staff 1974



Eddie Tafacoms文化



Eddie Tafacom.



Mr. P. Byrdstey, Mrs. B. Roemer  
Mrs. M. Gaudet, Mrs. E. Pyes



Barbara Egolian Mr. Byrdstey.



Mrs. Arnott and guest

# Musical Programs



Strolling Musicians



Mr Goodspeed



Mr J. Remberton - D. Turner

Christmas 1970.



Office



LIBRARY

MARION DECKER.



Mrs. J. Rettenmayer



Mrs. J. P. Cox.



New Years Day Entertainment



Mrs. A. Ferguson Board member.      Trudi Ferguson Linda Ferguson



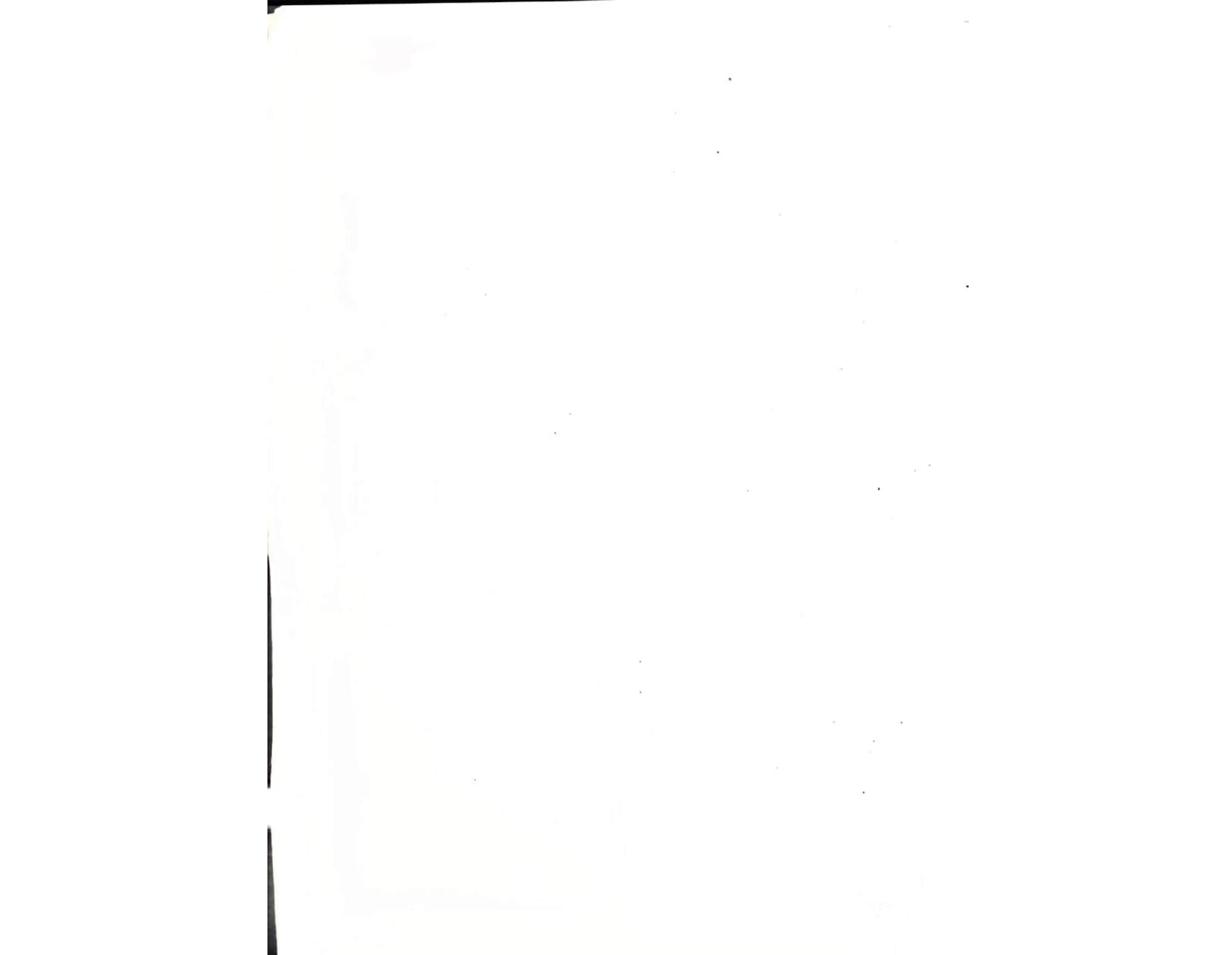
\*MRS. 1970  
MR Heer C. Falicon  
Mrs Constance D'Agres.





Mrs. M. Swingle





BIRTHDAY PICTURES



Rachel Ward.



Mrs. V. Herrelake -



Janet Danner.



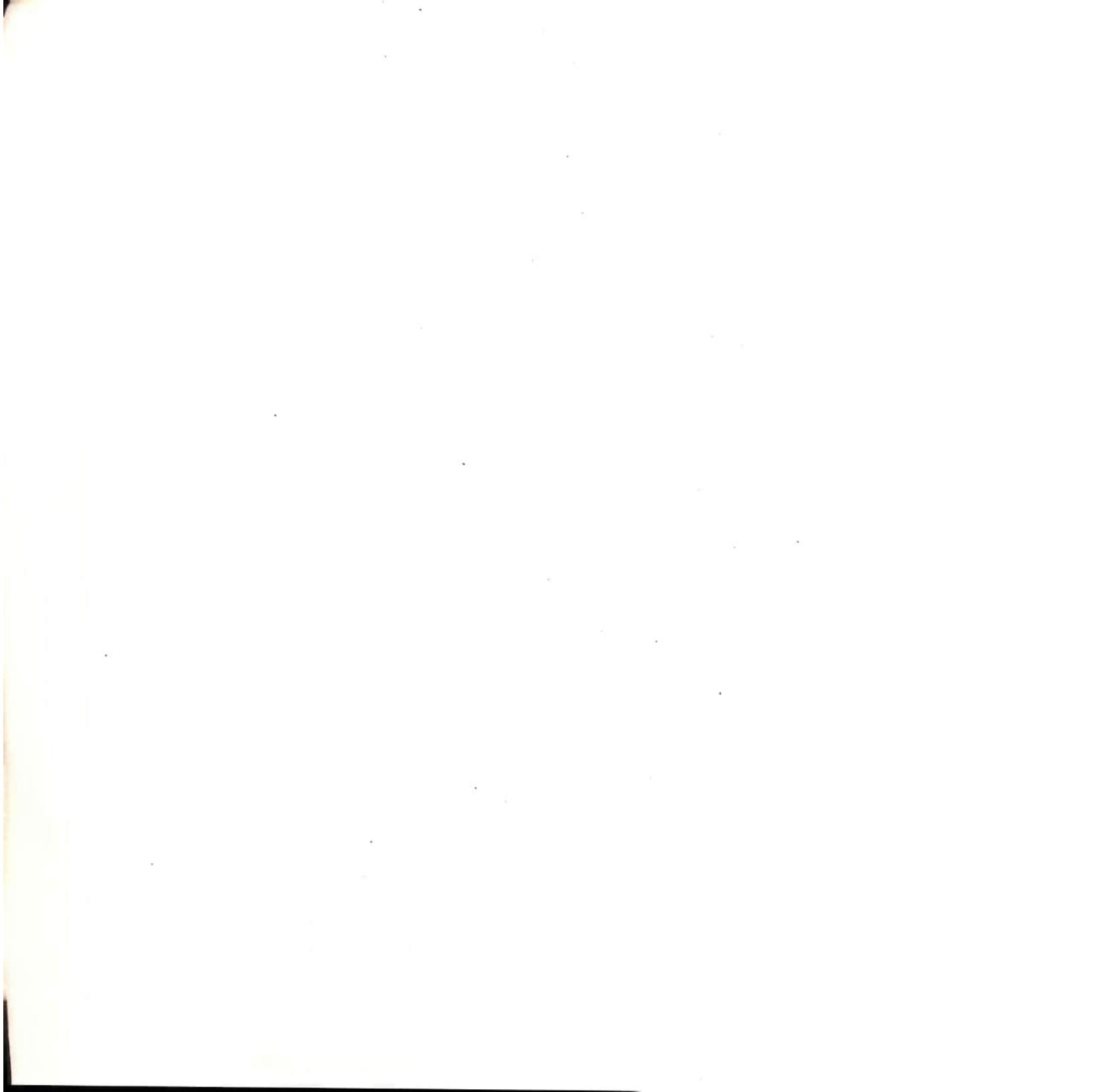
Mary Gouday -



Clara Ineh



Marie Ruch.



Administrator Mr. James Ferren.  
March 1-1971



Mr. J. Ferren. Mrs. J. Ferren.



Saffy Ferren



Mrs. J. Ferren (Pop)



The Dining Room

Administrator Mrs. Marian Bell  
Jan. 17-1967 — Mar. 31-71.

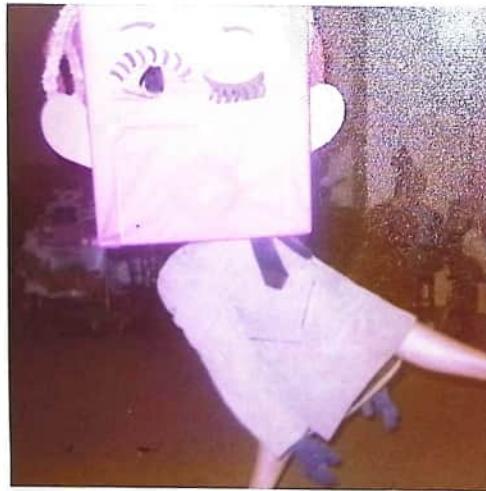


Residents Party for Mrs Bell March 26-1971



Christmas

Carmen  
as  
Santa Claus



Marina Hi  
Christmas  
Songs







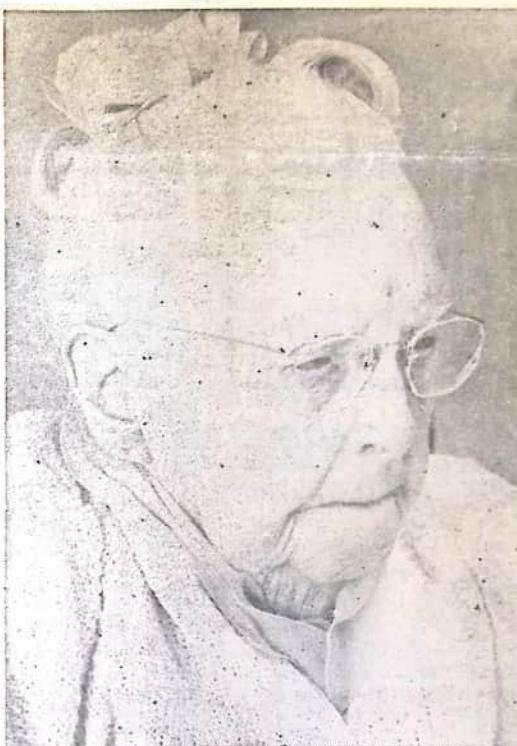
## Oakland's Oldest Native Daughters

VEN old trials and tribulations become a joy and luxury when you grow old with fond memories, according to two of Oakland's oldest native-born women.

Comfortable at The Heritage in San Francisco with 104 years behind her is Elizabeth Shearer, one-time Oakland school teacher who was born in a two-story frame dwelling that in 1867 stood at the northeast corner of 12th and Grove Streets where a service station now operates. Her 104th birthday anniversary was just a month ago — April 27.

Titillating in her Oakland home on 32nd Street from the thrills of a surprise birthday party staged by friends and members of the East Bay Negro Historical Society last Wednesday evening is Mrs. Mary (sometimes called Mayme) Netherland, now age 95. She was born May 26, 1876, in a frame cottage at 714 Pine Street. It was the Centennial year of our country.

With age giving her precedence, it will be Elizabeth Shearer whom we'll introduce first. She was one of three daughters born to Lewis and Helen Lawrence Shearer. She was the middle girl. A sister Helen was six years her senior, and a sister Margaret eight years her junior. Both of her sisters died years ago. Her reminiscences are now shared with two nephews and a cousin. The nephews are sons of first-born Helen Shearer who married a man named Craig. They are Jerome Craig of Inverness and Lewis D. Craig of Belmont. The cousin is Wilson Minor of San Francisco.



ELIZABETH SHEARER  
Grateful for memory at 104

ELIZABETH was almost 7 years old when Ben Dewes and George Stanford published the first issue of the Oakland Daily Evening Tribune on Feb. 21, 1874.

The College of California had its campus in downtown Oakland between Franklin and Harrison Streets, 12th and 14th Streets, and Professor Martin Kellogg, who would become the University of California's seventh president, was a neighbor of the Shearer family.

Elizabeth's father was an attorney. So was her grandfather Sextus Shearer. The grandfather also served as Oakland's police judge in 1869.

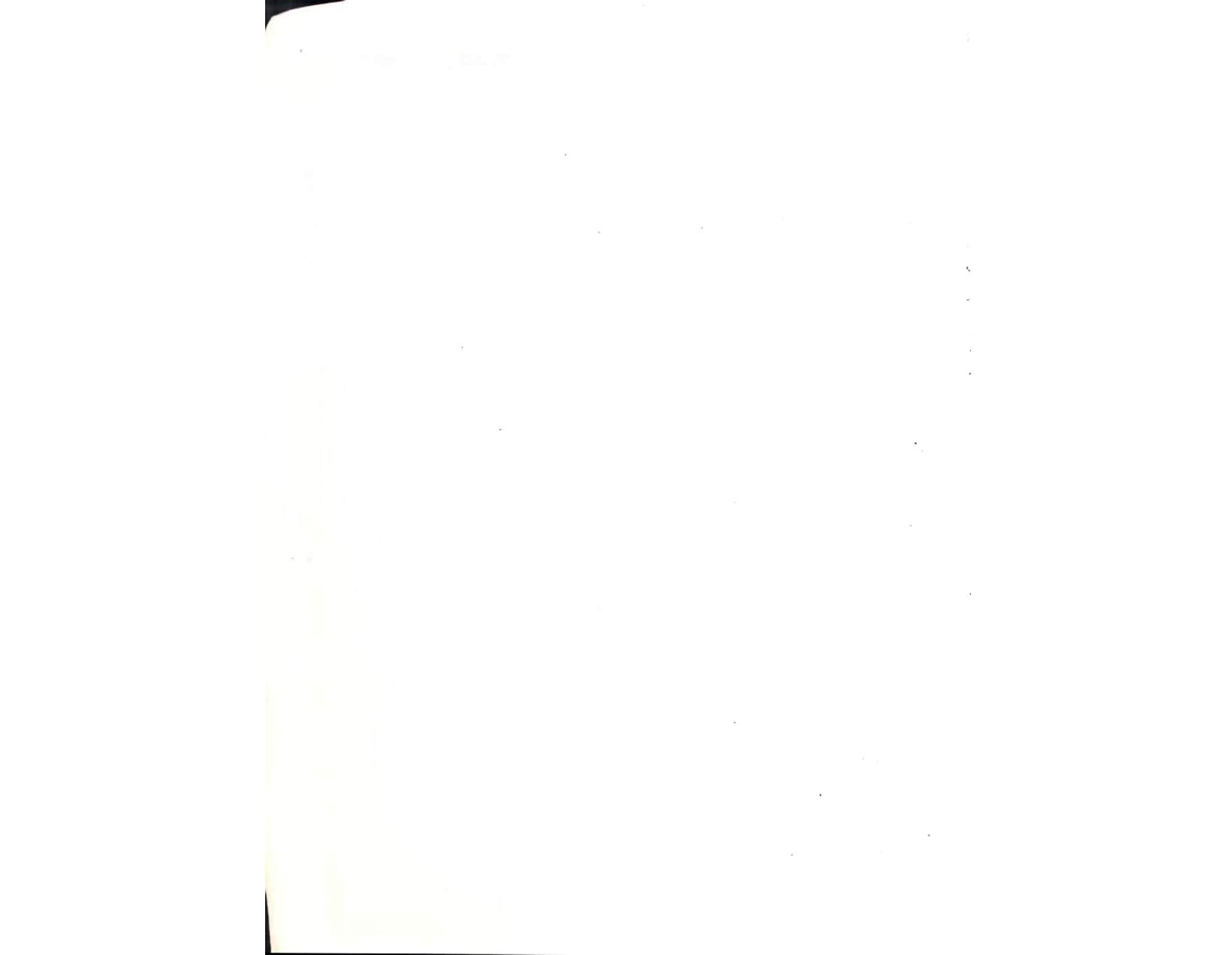
"Oakland was a nice, lovely little village when I was a girl," Elizabeth recalls. She doesn't pretend to remember the events we've recorded here. She was much too young. But she remembers many neighbors like Peder and Jane Sather whose home was on 12th Street between Grove and Castro. Jane had U.C.'s Sather Gate installed to honor Peder. The campanile is also a Sather memorial.

Lillian Remillard, now Countess Dandini, lived with her parents at 13th and Castro Streets.

Four of the three Peralta brothers were still alive during Elizabeth's early childhood. Ygnacio, a farmer, lived until 1874; Antonio until 1879, and Vicente until 1871. Domingo died in 1865.

When Elizabeth Shearer matured she became a school teacher, instructing first and second grade students first at Lakeview School and then (1897 to 1927) at the Piedmont Avenue School. When she retired in 1927 her pupils saluted her as "the best loved teacher of all."

"I am indeed thankful for a wonderful memory," Elizabeth Shearer says today between recitation of Tennyson



Party for Residents over 90 years of age. April 1967



Miss Eppie Beth Shearer.  
Mrs Logan.



Mrs Porter miss Agnes Th



miss Louise Niniard Mrs Perry.



Mrs Perry Mrs Barbara  
Mr. H. Gallatin, Mrs. Hope.



Mrs Metcalf.



Mrs R. LaFarge.



Mrs Irma McDermott  
Mrs Vinnie Hewelcke



Mrs Alice Livesay  
Mrs Irma McDermott  
Mrs Mary Leinen



Mrs Vinnie Hewelcke  
Mrs Byron Kiskkian



Mrs Agnes Thompson



Mrs Agnes Thompson



Mrs Mabel Hope -  
Mrs Agnes Thompson

The Heritage was  
The Site of Filming "The Streets of  
San Francisco". Oct 29, 1975

Francis & Tony Piazza  
Don Schonfeld George M. Pantagia  
Bob Becher Rose Maell  
Lorraine Wiley  
Eudlyn Precece & Sonson  
John Dennessy Otis Schiller  
Guy Tremblay Richard Long  
Ray Marsh John Deeks  
Refugee Club Robbie Jane Ferguson  
Amendo Shultz Dorothy Schonfeld  
Karl Malden Peter N. Johnson  
Ed Flanders  
Michael Precece Helen A. Dall  
Ray Baranski Jim Flint  
Don Watson Leo B. Ferguson  
Ronald Francis Halcyon Oldham  
Guy Nestor Ed Barret  
Norma Christian Clark R. Baldwin

Some of the Residents  
Took part

Street S.F.

10/29/75 10/30/75

Virginia Gregg  
S. Lee Sand  
Diana H. Cannon  
Ann Whipplefeldt  
Habib Jackson.  
Barbara Bond  
Winifred Jones

ende

"He said" "She Said"

1971



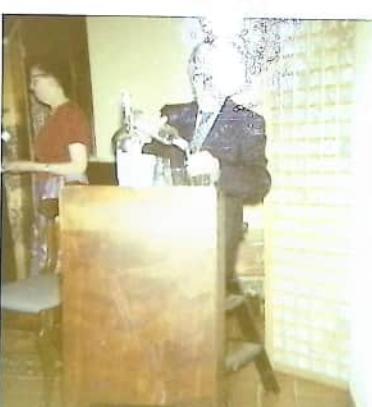
Mrs. M. Swingle Mrs. E. Aries -  
Miss F Rotoli Mrs. E. Robley.



Miss F Rotoli - Mrs. M. Swingle



Mrs. E. Robley Miss F. Rotoli  
Mrs. M. Swingle



Mrs. E. Aries.

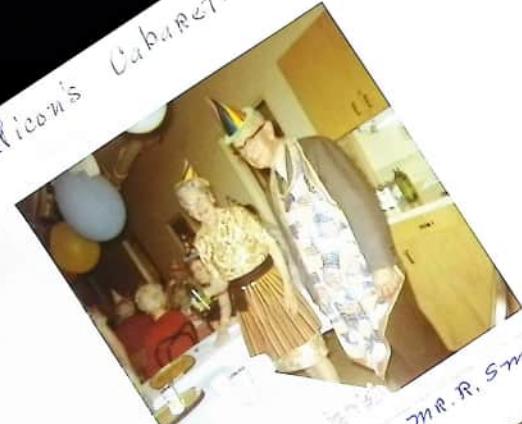


Mrs. E. Robley Miss F. Rotoli  
Mrs. E. Aries



Mrs. E. Robley Mrs. E. Aries  
Mrs. M. Swingle Miss F. Rotoli

Licon's Cabaret. May 21-1971



Mrs. K. Richwine Mr. R. Smith



Mrs. E. Aives Miss F. Rotopi  
Mrs. M. Gouday Mrs. C. Gordon



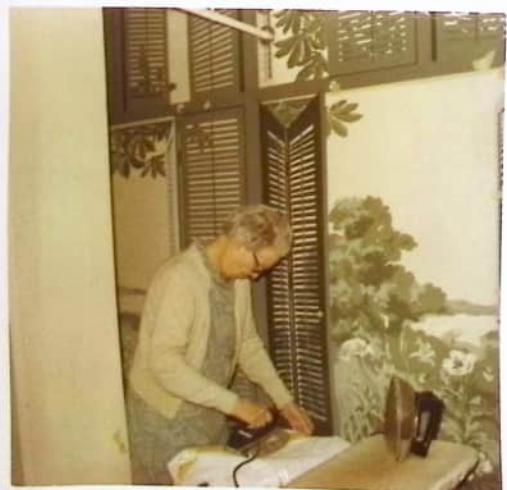
Barbara Egoian Mr. E. Taficon



Barbara Egoian Mr. E. Taficon



Crafts  
Shop



(7 today) Tray Favors for Infirmary



Easter -



July 4<sup>th</sup>,



Thanksgiving



Christmas



Easter 1972



Easter 1972

*7th June*

Filipino Dancers. June 5-1971



Staff members, 1971



Mrs. Mona Armstrong.



Mrs. Mie Oba - (Head Nurse)



Mrs. J. Henderson



MR. E. CHAMOTTE, MR. SNYDER  
MR. FILMORE, MR. FERREN



DR. J. Henderson, Mrs. Oba (nurse in charge)  
Mrs. M. Armstrong, Mrs. J. Ferren

Mrs. Singlers Halloween Party 1971



Mrs. F. Stacy MR. R. Smith



Mrs. E. Dakin, Mrs. L. Pratt



Mrs. Dakin, Miss Burgess, Mrs. Pratt  
MR. Kelso



Mrs. Stacy, Mrs. Dakin



Miss M. Nielsen. Mrs. Stacy.

Cinnabon Tea October 1971



Mrs. D. Craig



Mrs. S. McTearff Mrs. B. Wishham



Mrs. R. Sherrin, mrs



Mr + Mrs J. Jensen

Mrs Stephenson - Mrs. G. Street

Annual Tea October 21-1971



Mrs Lucy Craib and Mrs J. Parry.



Agnes Thompson  
with niece.



Photos by MR. FERREN.

Annual Tea Oct. 21, 1971



Mrs. K. Craig - Mrs. Lyon (Honorary member)  
of Board of Directors



Decoration by Chef HARRY



*Tree Trimming December 17- 1971*



# Artists who gave a Musical Program



Farewell Party for Mrs. Ursula Casper.



Mrs. Ursula Casper Mrs. Eve Alves.



Mrs. E Casper, Mrs. E. Alves.



2

Mrs. Swingle's Valentine Party Feb. 14-1973



Mrs. P. FERREN.



Mrs Ferren, Mrs Henderson, Mrs Proct



Mrs. N. Bond - Mrs. D. Tryson.



Mr. R. D. Fillmore



Miss Bennett  
Mrs. P. Ferren



"Angie" Mrs. G. Innes.

Valentine Party - 1972



Valentine Party 2-17-72



Mrs. Fillmore, Mrs. Springle - Miss P. Davidson



Miss Danier, Mrs. Jennings, Mrs. Young, Mrs. Gurnot.



Mrs. Bennett, Mrs. Hanesby, Mrs. Gurnot

Bus Trips - Guide Dogs for the Blind  
Feb. 26, 1972



Morton's Warm  
Springs - Sonoma  
County



Barbecue

Barbecue  
in the Garden



Luncheon in honor of Board of Directors Feb 22  
1968



Mrs W. S. Gillings  
Mrs. A. Ferguson  
Mrs. Broder

Mrs R. Sherman  
Mrs. J. Cox  
Mrs. B. Nishkian  
Mrs. Tom Biggs  
Mrs. J. Bettendorfer



Mrs. Broder

1972  
Mrs. Taflicons St. Patrick's Day Cabaret.



Barbara Egoian Mrs. E. Taficon Miss M. Nielsen - Mrs. J. Henderson



Mrs. M. Rentschler - Mrs. K. Lachner.



Mrs. A. Binkley

USO Illustration Show



of age.

Apr. 18, 1972



Miss Elizabeth Shearer, (105)

S.F. Chronicle  
May 1-1973.

## Agnes J. Thompson Dies at 104

Private funeral services for Agnes J. Thompson, one of California's oldest residents, will be held Thursday in Modesto.

Miss Thompson celebrated her 104th birthday April 15 at The Heritage retirement home. She died in the home's infirmary, where she had been convalescing from a broken hip.

A native of New York, she moved with her family to Modesto in 1872. She attended Mills College Seminary from 1888 to 1890.

Miss Thompson was a member of the First Presbyterian Church in San Jose and held the longevity record in the Mt. Hermon Christian Conference Center, located in the mountains near Santa Cruz.

A dressmaker by profession, Miss Thompson moved into The Heritage 27 years ago, and is remembered for her interest in clothing and jewelry even in her later years.

She is survived by one niece and eight nephews.

A memorial service at the First Presbyterian Church in San Jose is pending.



Miss Agnes Thompson (103)



# The Heritage's Happy Day

## A Birthday Party for 90-Plus

By Michael Grieg

He's a married man, 105-year-old Elizabeth Shearer was told, as Mayor Joseph L. Alioto leaned down and gave her a birthday kiss yesterday.

"Oh," Miss Shearer said, "how nice!"

The high-spirited occasion was the annual party given for those 90 and over at the spacious 3400 Laguna street quarters of The Heritage retirement home.

It was a time for giving thanks for all those years of life — a total of 2538 years for the 27 men and women honored — and it was a time for heartfelt birthday wishes.

"Give the young people peace," said Agnes Thompson, 103 years old and alert as ever, as the birthday cake was wheeled out for the ceremonial wishes.

For her part, Miss Shearer — actually she'll be 105 April 27 — wished that "all my friends could live as long as I have and be among such nice people."

Among them was the only other century celebrant, Erma McDermott, a mere 100, and the rest of the 119 residents (14 of them men, only three of whom are over 90).



By Barney Peterson

Mayor Alioto gave a birthday kiss to Elizabeth Shearer, who'll soon be 105

A former teacher in the Oakland schools, Miss Shearer retired in 1939 and moved, 13 years ago to the non-profit, non-sectarian home which is the result of a 1955 merger of the Ladies' Protection and Relief Society, founded here in 1853, and the Crocker Old People's Home.

"They are petted and pampered and that's how we like it to be," said Wilmer Logan, a member of The

Heritage's board of directors.

"Our only wish is that we had more men . . . Apparently, they don't have much liking for care and a homey atmosphere. The older men seem to prefer being on their own in some hotel."

Not Miss Shearer. She liked the company, the birthday cake, the holiday luncheon prepared by chef Harry Chen, a glass of bubb-

bly, and the chance to share some memories.

"I was in Oakland when the big earthquake occurred," she told Mayor Alioto. "It shook a bit over there, too . . . I remember like yesterday a plate of milk on the shelf that spilled over. Such a mess!"

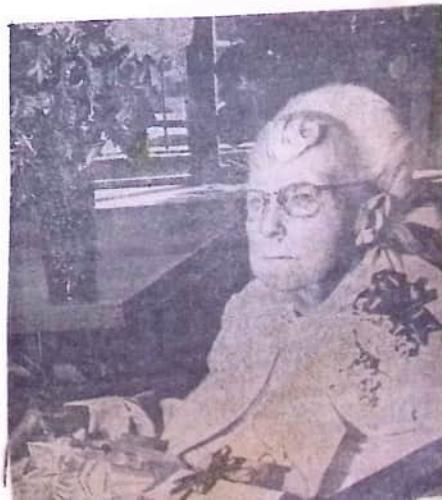
And how did she feel now that she was well into her second century of life?

"Oh, I'm very well, considering," she said.

6 E Oakland Tribune Fri., April 28, 1972

## Oakland's Oldest 105

'Oakland was a nice, lovely little village when I was a girl,' recalls Elizabeth Shearer, a retired Oakland schoolteacher, as she celebrates her 105th birthday. Miss Shearer was born April 27, 1867, in a house at 12th and Grove streets. Now a resident of The Heritage in San Francisco, she is the oldest living native of Oakland.





Miss E. Shearer.



Miss G. Thompson.



MR. R. Field



MRS F. Parkat      MRS S. Baldwin  
MRS G. Hartnack.



Miss M. Stuart.



MRS. R. Lafarge-

Musical Programs



Mrs Foster - Mrs Hofer - Mr. Lawrence



Mr Foster - Mrs Rettelmayer



THE HERITAGE, the handsome retirement home on Laguna in the Marina, is about to have the first marriage in its 50-year history. Saturday, retired Navy Comdr. Edward Jones weds Widow Ida Hueneryager, and you have to admit Jones is easier . . . (Ages at The Heritage are not revealed to crummy columnists but since the average is 84, with three over 100 and one at 105, make a guess) .

May 28, 1972 Tea for Heritage Residents



Mr. Foster



Mrs. Foster



Mrs. Dakin Mrs. Pritchett - Col. Barrette



Mrs Lynch. Miss Linton



Welding Reception for Commander and Mrs Jones.



Commander and Mrs Jones



Commander Jones' Granddaughters



Mrs Jones

Earl Meeks, Sam Jones, Mrs Jones,  
Patricia Lee





Technicolor  
Mrs. Jones & Mrs. Jones

1972  
Wedding

Connie & Mrs. Jones

July 13, 1972



Mrs. Puck, Mrs. Arnold, Henderson, Miss Rotoli



Technicolor

Tea - 1112



Mr Jenkins - Mrs J. Cox - Mrs R Sherman  
Mrs Ferguson's Mother



Squire Behrens



Margaret Heintzler  
Huber Jenkins  
Rose (Ass't Teller  
Wells Fargo)



Mrs A.M.D. Lammey

Club Reading the Poems



Mrs. Lobley



Miss McCallum



Miss Bennett



Mrs. Stacy



Mrs. Lobley, Stacy, Miss Bennett



Mrs. Ernst In Her Room, 1972



Elizabeth Phillips 1973



Mrs. Burgess New Year 1975



English Garden Bluelones 1972



Mrs. Melcalf, Mrs. Hickory, Mrs. Schilling

Members of The Play Reading Group 1922.

Reading.-



Mrs Jones Conjoined Mr. Mrs Foster  
and Mrs. Oliver

The  
THIRD  
PLATE



Mr. Mrs. Foster, - Mrs. Oliver



Oliver Radcliffe, Mr. Mrs. Foster and Oliver



Mrs. Oliver as "The Bishop" for

Annual Tea - Oct. 25, 1972.



Mrs. C. Porter

Mrs. J. Mann - Mrs. J. Mann - Mrs. G. Ferguson



Mrs. J. S. Logan.

Oct. 25-1972



Mrs. F. Stacy - MR. Rae Smith



Mrs. Julie Street.



Mrs. and Mr. [unclear]



Volunteers - Red Cross



Handicraft Exhibit - Mrs. Clark



Miss Delany - Mrs Ward  
Mrs Helm



Miss W. Jones - Mrs E. Hobley

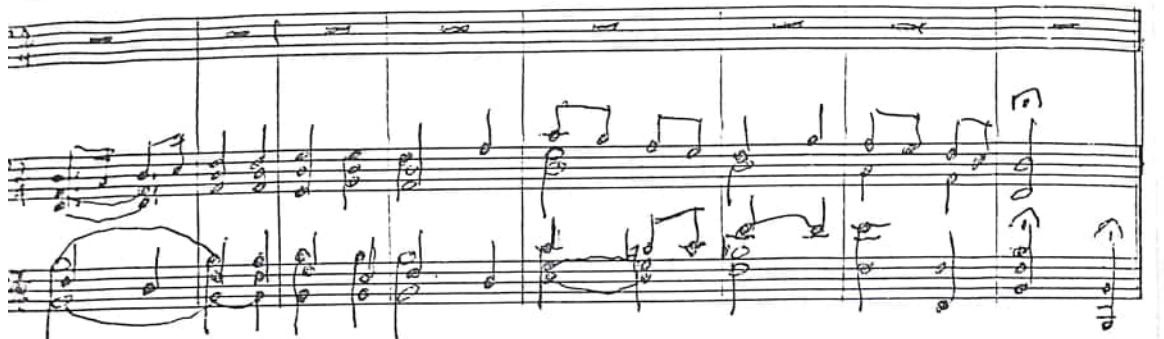


The D + P + K



The F + T + M + R

Spelling it Out  
Words Mary Lennox Music W. Jones



*Let's*

A handwritten musical score for three voices. The top staff consists of three single-line staves. The middle staff has three single-line staves, with the first two being identical. The bottom staff has three single-line staves. The music is written in common time.

we art of our care R is for the that we enjoy here I is for the interests we share  
is for the Home love close E is for the nest we made G is for the quietude we derive  
is for the Time we have to live H is for the chisel all how made J is for the quietude we derive  
is for the endless efforts in aid of man

A handwritten musical score for three voices. The top staff consists of three single-line staves. The middle staff has three single-line staves, with the first two being identical. The bottom staff has three single-line staves. The music is written in common time.

*Endless*

These letters proclaim the letter's name And freely express the mean of letter's name Happiness Bra - - - - -

A handwritten musical score for three voices. The top staff consists of three single-line staves. The middle staff has three single-line staves, with the first two being identical. The bottom staff has three single-line staves. The music is written in common time.

*Letters*

These letters proclaim the letter's name And freely express the mean of letter's name Happiness Bra - - - - -  
These letters proclaim the letter's name And freely express the mean of letter's name Happiness Bra - - - - -  
Ped. - - - - -

Florist Center



1973

1972



1972



1972



1972



1973

SPELLING IT OUT

he Home we love and cherish  
he Excellence of our care  
he Rest we all enjoy here  
he Interests we share  
he Time we have to rest here  
he Achievements all have made  
he Gratitude we feel sincerely  
he Endless efforts in our aid.

These letters proclaim  
The Heritage name.  
And truly express  
The meaning of Heritage  
Happiness



Miss Winifred Jones — MRS Mary Lennox.



Mrs Foster Mrs A. Foster



Miss F. Rotoli - Miss Lila Liston - Mrs. Jack Logan  
Mrs A. Wadleigh



Mrs. Alice Marsh - Mrs. Brown & Jerry  
Miss Marie Burgess



"Art Gallery"  
Mrs Mary Lennox



2-21-75.



Mrs. B. Holting

Mrs. B. Holting



Mrs. Stacy

Mrs. M. Oba

Mrs. J. Henderson



Mrs. B. Holting

Mrs. B. Holting

Mrs. F. Stacy

Christmas 1972.



Decorations made in  
Hobby Center.



Decorations made in  
Hobby Center





22  
Chef Harry Chen.



Mrs. and Mr. G.R. Carpenter



and Mrs. C. Jones. Mrs. G. Carpenter. Mrs. & Mrs. P. Jones.



Mr James Mann   Mr & Mrs S Foster   Mrs E Tatton  
Administrators



Mrs L Pratt, Mrs G Radleigh, Mrs F Rotoli, Mrs E Hobley, Mrs V Newellde,  
Mrs Hender森, Miss Myrtle Bennett.



# Artists who appeared in Concerts





Miss Halcyon Brewer.



Mrs. Hope Arnott.

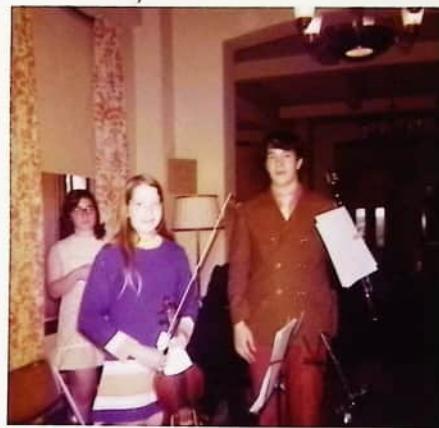


Miss Marie Burgess



Mrs. Harriet Bond.

# Artists who appeared in Concerts





Mrs. Mabel Hope

Mrs. M. Nielson

Mrs. Valborg Davis



Miss Rotoli, Mrs. Rae Hampton

Mrs. H Chen



Miss Louise Hinard.



Mrs. Eva Alves.



Mr. & Mrs. Edw. Jones

Home Talent.



Mr. Herman Reinberg  
Raine Schiro



Frances Shire Elizabeth Prell  
Herman Reinberg

Gay Minutes

May 22-1975



Mrs. Francis Stacy



Mrs. Alice Marsh.



Miss Janet Danner.



Mr. DePatre, Mrs. Maud Swingle

Hawaiian night



Entertainment organized by Staff

ACTIVITIES  
Hobby Shop



Halloween 1973





Mrs. Sidna Camm



Mrs. Dorothy Taysum.



Mrs. Helen Gibson



Mrs. Anna Moiffeldt.



Mrs. Elvira Forna



112

Christmas 1973



Marina Jr.  
High School



St. John's  
Bell Ringers from  
Berkeley  
12/14/74



# Entertainment



Open Door Party (11)



Mrs Ritter Mrs Porter  
Mrs Sherman Mrs Metcalf



Miss Ballcom Mrs Slaney



Mrs Jenkins Mrs Scott



Mrs White Mrs Ferguson Mrs Lindsay

1974 Open Door Party



Doris Rechford Mrs. Balson Mrs. Miller  
Mrs. Edwards Mrs. Bell



Doris Rechford Mrs. Logan Mrs. Schlesinger



Mrs. Barker Mrs. Helm Mrs. Logan



Mrs. Richman

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Group from  
Chinese School

12/22/1973





Mrs. Miller



Mrs. Ruth Probst





Mr. Al Hartnack



G  
A  
Y

Mr+Mrs Warren Perry  
Mrs Fillmore

N I N T I E S



1974





Mr. Herman Reimberg



Mrs. Alice Radcliffe



Col. David D. Barrett



Captain, Mrs. Wait



Miss Larson



Mrs. Emma Clark



Miss Sjoholm



5. Julia Porter  
Mr. Joseph Moore, Jr.

May 8, 1975



### To Be Honored

Joseph A. Moore Jr. will be honored today at a meeting of the board of trustees of Heritage, the retirement home that was founded 122 years ago as the Ladies' Protective and Relief Society. Moore has served on the board for more than 30 years.



Mrs. Porter - Mr. Moore - Mrs. Evers



7 TA Moore - Mrs. Ferguson, Pres.

Moore's colleagues and friends claim he is the "greatest behind-the-scenes" worker.

For example, he's been a director and trustee for 35 years of the 122-year-old Ladies' Protection and Relief Society, the oldest continuously operating, non-denominational charity in town.

"It was founded in 1853 to provide jobs and housing sanctuary for the stranded wives and children of missing miners during the Gold Rush. For the past 50 years it has operated Heritage, a home for the elderly. Additionally, it prepares 800 meals a week, which are trucked from its kitchen to the elderly of Chinatown."



Mrs. Mann Mr. H. Jenkins  
"Horseless Carriage"



Miss H. Brewer Miss F. Rotoli  
Mrs E. Hobley



Mrs. V. Richwine Mr. E. Fallon  
Mrs E. Alves Mrs. M. Rentschler



Oakland Banjo Players  
Mrs E Clark



Mr. & Mrs. J. W. Clark



Mrs Ferguson - Mrs  
Mr. George Otto  
Mrs. Porter  
Mrs High







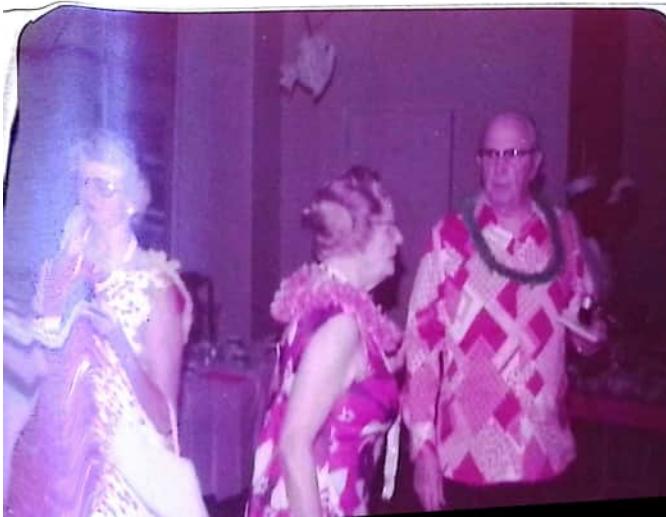
Hawaiian  
Luau

August 21, 1974

Mrs & Mrs Mann



Dr & Mrs Clark



# Annual Tea - 1975



Miss Long



Mrs Evans - Mrs Quinn



Miss Jeannette Huewe & Guests



March Birthday  
Mrs Halcyon Brewer  
Mrs Anna Mollfeldt  
Mrs Robert Sherman



Candy & Mrs Jones & Guest

Annual Tea - 1975



Mrs. Pinkham

Mrs. Balcom Mrs. Hill



Mrs. Metcalf



Mrs. T. Cox



Mrs. Rich Mrs. Cooper



Mrs. Ferguson Mrs. Sherman Mrs. Richards  
Pres. Mrs. T. Cox



ST. Hillary School Tiburon  
Bicentennial





Bicentennial  
200 Years of  
Pioneers



60<sup>th</sup> Wedding Anniversary - Oct. 19, 1975

Mr. & Mrs. Everett Foster





60<sup>th</sup> Wedding  
Anniversary

Reception at  
The Heritage

Oct. 19, 1975



S.F. Dancers - Forum-Terr Dance Theater  
1450 Broadway  
Dec. 8, 1975



Christmas Party - Dec 19, 1975



Mr + Mrs Hunting - Mr + Mrs Perry - Mr Angell

Mrs Hiskkian - Mr Stan McNeill  
Mr Chatoo

Christmas Party - Dec 19, 1975



Mr + Mrs Hunting - Mr + Mrs Perry - Mr Angell

Mrs Hiskiann - Mr Stan Neenan  
Mr Chatoo

# 'The special people' — our Ten

Fri., Jan. 23, 1976



RECIPIENTS James Schwabacher, left, and Julia Porter, third from left, with Mrs. Alan Rosenberg and Mrs. Yori Wada. (Photos by Matt Southard and Seymour Snaer)

## Departing S.F. Planner Praised

For more than three decades Julia Porter has served as one of the city's leading ladies in civic affairs—the preservation of old homes, the fight against muscular dystrophy, leadership in Democratic party circles and most prominently a 24-year reign on the Planning Commission.

Yesterday, 400 city hall and business leaders gathered to toast her departure from the commission and recount her contributions in public life at a luncheon at the St. Francis Hotel.

"She is a beacon of friendship and kindly interest in everything," said T. Jack Kent, the city's first planning director with whom she served when first appointed to that board in 1943.

Walter Newman, the outgoing president of the planning

about yapping dogs at pet hospitals to overseeing the proper locale for a junk yard.

"Julia was unyielding as in the Pets Unlimited case, knowledgeable as in all zoning matters and protective of community interests as in the relocation of auto dismantlers," Newman said.

She was also given special commendations by representatives of state Assembly Speaker Leo McCarthy and Senator Milton Marks and received the toasts from former mayors George Christopher and Joseph Alioto and a half dozen members of the Board of Supervisors.

In the audience were such civic figures as state Democratic leader William M. Malone, landmarks advocate Freida Klussmann and several dozen past and

MAYOR GEORGE MOSCONE expressed the gratitude of the City of San Francisco to The Most Distinguished Ten of the Bay Area of 1975 "for their extraordinary contributions to improve life for all of us."

The mayor and three members of the Board of Supervisors, Ronald Pelosi, John Molinari and Robert Mendelsohn, participated in the civic luncheon to honor the Most Distinguished Ten in the 17th year of the Examiner's awards program.

"These special people," held up by the mayor as incentives for the entire community, received the Phoebe Apperson Hearst medallion as well as the personal congratulations of local leaders, the panel of judges who made the final selections and Examiner representatives.

And Julia Porter, a long time guardian of community growth with service in planning, health, education and housing,



JULIA PORTER AND FREIDA KLUSSMANN  
The landmarks advocate expressed her affection with a kiss

Mrs.

Mr. H

Mrs.  
Burke





Mrs Lindsay - Mrs Scott - Mrs Ferguson - Capt. Wait  
Mrs Mishkian - Mr & Mrs Mann



Mrs. Sherman



Mrs Porter  
Mrs Pinkham



Mrs Evers  
Mrs Metcalf



Mrs. Mabel Hope - 100 Birthday - April 17, 1976

Mrs. Hope - Mrs. Henderson - Mrs. Van Sweden

Mrs. Hope - Mrs. Voba



Easter Program - Marvin Jr. Hi.



Sarah Michie - Soprano - Thavia Murray

Ruth Saphir Hardin - Cello

4/17/76  
P.E.M.

4/17/76



Piano Concert - Marvin Chandler



4/17/76  
P.E.M.

4/17/76

# Programs

June 13, 1976



Lou Ann Wernli - Pianist  
Doris Brill - Violinist

June 7, 1976



Miss E. Phillips Tells of her Trip  
to Eisenhower Museum - Aberdeen, Kan.



June 26, 1976 - Kyle Kuhlmann



June 2, 1976 - Mr Ward - Sings American Revolution



Western Barbecue  
Aug. 25. 1976

Hot Dogs & Wieners

Col.  
David  
Barrett

Mrs  
Buckner



↑ Capt. Mrs Wait

Mr. Claude Mason

← Mr. H. Jenkins  
Mrs Eva Alves



↑ Mr. & Mrs Burt Hulting  
Mrs Ida Peterson  
Mr. & Mrs Everett Foster

← Mrs Prudence Evans  
Mrs Gladys Bushle

Magic Show - Mr. David Bronson  
8-17-76



Harp & Soloist - Berkeley Alumnae  
Chapter - Phi Epsilon - 9-10-76



Soloist - Stella Sandreft  
Harpist - Carla Gee

Winner - Appian - Mrs. Burt Hastings



2nd Winner - Miss Jeannette Koenig



Twilight Concert - Rev. John Hawke  
Mr. & Mrs Foster - Sept 19, 1976



Talk on  
Col. David Barrett - Mao Tse-Tung  
9-15-76

Bicentennial Speaker - "Freedom"  
Mrs. M. Kevin Attorney



Concert - Oct 3, 1976 - Mu Phi Epsilon - Oct 10, 1976 - Leslie Tompkins, Violin  
Janet Maestra - Flute - Lucy Siderer - Contralto



Tea - July 27, 1976 -  
Mrs A. Barlow Ferguson - Pres.



Mrs. Ferguson  
Mrs Walter Shilling



Miss Winifred Jones  
Miss Estelle  
Col. David Barrett

Musical Program from Argentine - Oct 8, 1976



Marimba - Nancy Flint



Soprano - Graciela Pera

Acting Argentinian  
Consul General  
The Honorable  
Adolfo Manzales



Mrs. Robt Sherman, tres  
Mrs. Adolfo Manzales  
Mrs. Jessie Henderson



Halloween - 1976



Thanksgiving - Mrs Henderson  
1976 Chef Harry Chan



← Cookies

Mrs Eva Alves

Mrs Dorothy Herron

Miss Jerry Brown  
Customer



✓ Sewing

Mrs Harriet Young

Mrs Irene Galliano

Mrs Rachel Ward - Customer



→ Grab Bag

Mrs Ida Peterson

Mrs V. Richwine

Mrs Georgia Foster



Silent Auction →

Miss Winifred Jones

Mrs M. K. Swingle

Octoberfest  
Oct. 24, 1976



Mrs Emmy Clark ✓  
Xmas Gifts + Ornaments



Wine Tasting

✓ Xmas Decorations  
✓ Miss Ella Theyer



White Elephants ↗

Miss Kila histon  
Mrs Peggy Rockfort  
Mrs. Frances Stacy



## Concerts



Director J.R. Gaultier - The Stan John's Bell Ringers - Dec. 8, 1976



Mrs. T.P. Rettemayer



Miss Margaret Spiller Dec. 5, 1976



The Stan John's  
Dec. 15, 1976

The Board &  
Residents  
Christmas Party  
Dec. 15, 1976



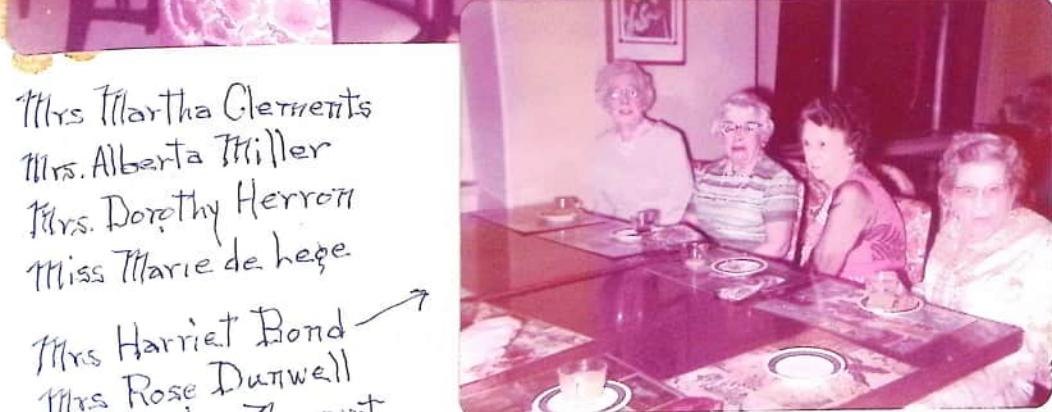
Capt & Mrs Wait  
Mrs Alice Marsh



Mrs Martha Clements  
Mrs Alberta Miller  
Mrs Dorothy Herron  
Miss Marie de Hege



Capt. Girvin Wait  
Mr James Marin Adm.



Mrs Harriet Bond  
Mrs Rose Dunwell  
Miss Claire Newport  
C. Jane Söhler

# Valentine Party Feb. 14, 1977



Mrs Alice Wadleigh - Miss W. Jones  
Miss B. Messinger

G. Hollis - F. Stacey - G. Miller - D. Herron

Dragon  
Dance



Chinese  
New Year  
Feb 14, 1977

Concert Feb 6 1977



S.  
E.  
SYMPHONY



Joan Bacon



Colonel David D. Barrett  
Mrs John Robey - Daughter  
of Sussex, England



Concert - Dec 12, 1976  
Gloria Sanchez  
Classical Folk Singer  
David Sibley  
Accompanist



Employees' Christmas Party  
Dec 14, 1976



A Friend & Mrs Juliette Sweet  
Champagne Christmas Party  
Dec 18, 1976

Mrs Gallatin - Mrs Porter - Mrs Sherman, Miss Hannah Paxton



Slides - California



Concert May 26, 1977

Chapel  
Easter  
1977



Concert - April 3, 1977



Mrs R. Hooper - Ann Horn - B. Sprague

S.F. Community College District

## Musicals

Jr. League Singers - May 1977



Joan Bacon - Pianist  
April 24, 1977



Bernard & Marsha Chevalier  
July 17, 1977



Barbara Angstrom - June 26, 1977



Emmy Clark & "Gussie" Miller - June 1977



Gladys Ruehle - June 1977



Talk on Caribbean Cruise

Talk on African Trip

# Bar-B-Gue

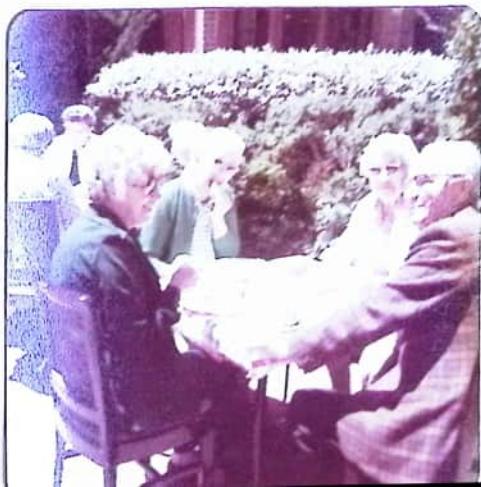
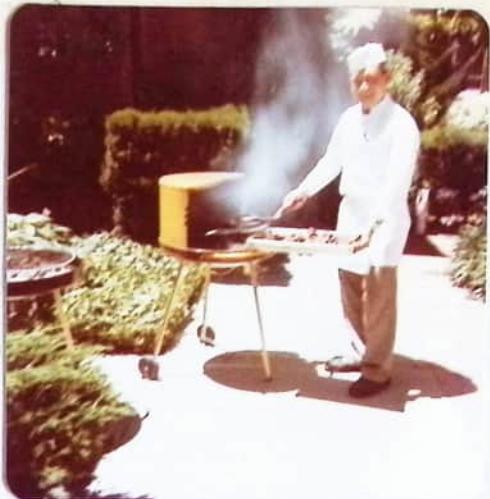
June 26, 197





Bus Trip  
Redwood Park  
+  
Russian River  
June 1977





## Recalling The Good Old Days

Fifty years ago Harriet Eliel went down to a public dance hall at Sutter and Mason with other members of the League of Women Voters "to keep an eye on the prostitutes and make sure they were not picking up adolescent boys."

She remembers other League fights — all eventually successful — for the sterilization of milk, an eight-hour work day for women and the passage of community property laws.

Julia Porter remembers the respect legislators had for League members when they went to Sacramento or Washington D.C., to plead their cause. "I'm sure all the women's libbers wish they had that now."

There are sure to be a lot more reminiscences of what Porter fondly calls "the three-ring circus we ran in those days" when 30 veterans of 50 years in the League of Women Voters are honored at a tea tomorrow.

One thing these women had was a firm sense of what their organization was about. They were educating women on the important issues of the day, and they felt a certain superiority over other women's clubs whose concerns were primarily social.

Nor were they involved only with traditional women's issues — a



Harriet Eliel and Julia Porter (above) recalled the time when they were leaders in the League of Woman Voters; (right) the two women in a 1940 photo

distinction made in 1927 by the president of the San Francisco chapter who admonished the members to "act like mature adults, not militant feminists."

Lillian Phillips Rose, another 50-year veteran, recalled joining the League in 1927 and helping to set up a study program on disarmament and "other current problems in international relations."

While today more than half the members of the League of Women Voters have full-time jobs, this was not true back then. "We were intelligent women whose primary role was caring for the family," said Julia Porter. "We would have shuddered at the thought of anyone offering to pay us."



# Tonopah Times-Bonanza

AND GOLDFIELD NEWS  
FOR A GREATER NEVADA  
TONOPAH, NEVADA  
FRIDAY, SEPTEMBER 23, 1977

77TH YEAR

15 CENTS

## Photo collection donated

An extensive and valuable collection of photographs of Tonopah and Goldfield has been donated to the Nevada Historical Society.

The collection, containing nearly 300 photos, was donated by Mrs. Marjorie Moore Brown, 93-year-old widow of former Tonopah attorney Hugh Henry Brown.

Mrs. Brown is the author of "Lady in Boomtown," a book recounting her experiences in Tonopah from 1904 to 1924.

According to Guy Louis Rocha, curator of manuscripts for the historical society,

the collection of photographs includes about 250 photos of Tonopah, most of which were taken by Tonopah photographer E. W. Smith. Many of the photographs are extremely rare and some are possibly unique, Rocha said.

Also donated were papers associated with a campaign to have Brown appointed to the U.S. supreme court in 1922.

Rocha reported that among the unique shots of Tonopah were:

Interior shots of the "Big Casino Athletic Club" on Jan. 1, 1907, the day of the world lightweight championship fight between Kid Herman and Joe Gans;

A photo at the corner of Brougher and St. Patrick showing the ruins of the Broker's and Tonopah blocks after the fire of July 8,

1912;

A photo of the Elks-Eagles ballgame of Sept. 15, 1907 which was memorialized in the pamphlet "The Day That Tonopah Played Ball."

Also included in the collection are about 15 pictures of Goldfield including a 1908 panorama of the north end of town.

Feb 5, 1977

## Colonel David Barrett

A memorial service will be held at the Presidio Wednesday for Army Colonel David D. Barrett, who established cooperative military contact with Mao Tse-tung in World War II.

Colonel Barrett died Thursday at Letterman General Hospital. He was 84.

Colonel Barrett's relations with Mao were checkered. In 1944, the Communist leader awarded him a Legion of Merit for his work as commander of the U.S. Army Observer Group, known as the Dixie Mission, at the Yenan headquarters of Mao.

But in 1951, two years after the Communist takeover in China and a year after the colonel left Peking to become U.S. military attache to Taiwan, Mao's government accused him of masterminding an unsuccessful plot to assassinate Mao in 1950.

The Chinese executed two persons and imprisoned five others for the alleged plot, and issued a fugitive death warrant for Colonel Barrett that lasted into the 1970s.

nied the charges, calling it a fabricated part of propagandists' "hate America" campaign.

Colonel Barrett had been training Chinese troops in China when in 1944 Generalissimo Chiang Kai-shek agreed to U.S. contact with Communist forces in the guerrilla zones of North China.

He retired from the Army in 1953, when he left Taiwan to become the first professor in Chinese language at his alma mater, the University of Colorado. He moved to San Francisco in 1962, after having become the university's first head of a department of slavic and Oriental languages.

Colonel Barrett, a native of Central City, Colo., entered the Army in 1917 after a short career as a high school teacher.

He is survived by a daughter, Mrs. John Robey of Sussex, England, three grandchildren, and three great-grandchildren.

Wednesday's memorial service will begin at 11 a.m. at the Post Chapel, Building 130, in the Pre-



Takao Jan 1961

Sept. 11, 1977



Christine Leslie - Soprano  
Syreeta Kuper - Piano

Oct 2, 1977



Virginia Baker - Violin  
Lynn Schuster - Piano

Oct 16, 1977



Janet Maestre - Flute  
Lucy Siedener - Piano  
Lou Ann Verzili - Piano

Nov 6, 1977



Helene Conant - Viola  
Ruth Liebermann - Violin  
Dorothy Van Waynen, Piano



Money raised at Boutique  
Given to Mrs. Sherman, Pres.  
Oct 23, 1977



Halloween - 1977



Furniture Sale



Bed Picnic Morgan City  
1st Day off Carpet laying  
10/17/77

# Birthday luncheon - Nov. 1977



November Birthday Table  
Mrs Vogel Mrs Abner Miss Hoeve



Mrs Fillmore Mr Stevens

Nov. 1977

# Christmas Party - Health Center - 1977



Mr & Mrs Dundee



Commander & Mrs. Edw. Jones

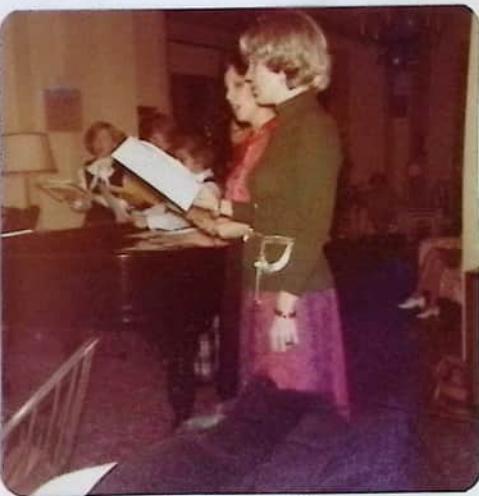
# Concerts



Wendy Gash - Marilyn Nelson  
Shelby Watkins



Miss Nelson - Miss W. Torres



"The Madrigals" Junior League Group



December 1977



Second Graders  
Sacred Heart  
School)

Girl Scouts



Marina Jr  
Hi

# Twilight Christmas Program - 1977

Hostesses



Mrs Martha Clements  
Mrs "Gussie" Miller  
Mrs Dorothy Herron  
Mrs Francois Stacy  
Mrs "Emmy" Clark



Mr & Mrs McElroy & Son  
Mrs Thora Heal



Luncheon Honoring  
Volunteer - Mrs Toni Masott  
Mr John Killeen  
Mrs Jennie Henderson  
T. J. Fox



1999

Christmas  
Decorations  
Sitting Room  
Office  
Library



# Annual Christmas Party - 1977



Mr.  
Stan  
Moonan





Christmas 1977



Mrs Alice Sherman  
Pres.

Mrs. Gallatin  
Mr. Gallatin

Mrs John P. Cox

Mrs J. Henderson



Mrs Anna Molveldt

Mr Roger W. Stevens

Miss Patricia Davidson

Mrs. Martha Clements

# Christmas Party 1977



Mrs Burt Hulting  
Mrs M.K. Swingle  
Mrs V. Richwine  
Mr Burt Hulting

Mrs Merle Whitney  
Mr Huber Jenkins  
Miss Ilene Horng  
Mrs "Peggy" Rockfort  
Mr George Rittmos  
Mrs Emma Clark



Mr & Mrs Don  
Fillmore

Mrs Altareia  
(Lesky) Hudson

Mrs Ruth



# Christmas Party 1977



Mrs Harriet Bond  
Miss Claire Newport



Miss Elizabeth McDonnell  
Mrs Ida Peterson





Tree made of Jewelry  
Gift of Mrs James Bond

Living Room Trees Dining Room





Miss Halcyon Brewer  
Exhibit of her own Paintings  
in the Library.

Julie Sweet's Christmas Party 1977



Mrs Julie Sweet  
Capt Girvin Wait



Mrs Martha Henderson  
Mrs. Constance Wait  
Miss Hila Histon



Mr Ed Falicon  
Miss Blanca Stockholm



Christmass 1974



Capt. & Mrs Girvin Wait

Christmass 1977

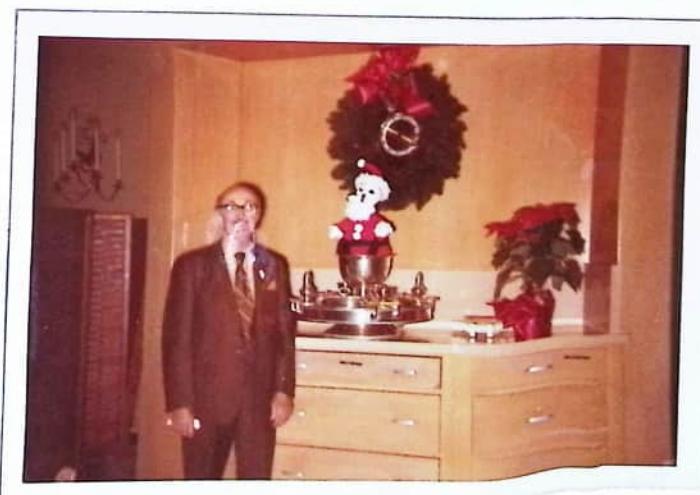
Dining Room



Miss Caroline Sahler



Mrs Emma Clark



Mr Ed Falicon

Christmas 1977



Staff Table



Mr. & Mrs. Gallatin  
Mrs. Jane Curtis

Mr R. Stevens - Administrator

Tim Pee - Cook Manager

Yolanda Cortes - Dietary  
Assistant



Waitresses

Fay

Juanita

Ludi

Ruby



## Senior Citizen Hobby Show

Sponsored by San Francisco Recreation and Park Department, First Congregational Church, Adult Education Division  
of San Francisco Unified School District, San Francisco Public Library and San Francisco Labor Council

FIRST CONGREGATIONAL CHURCH, Post and Mason Street  
MAY 4-7, 1972

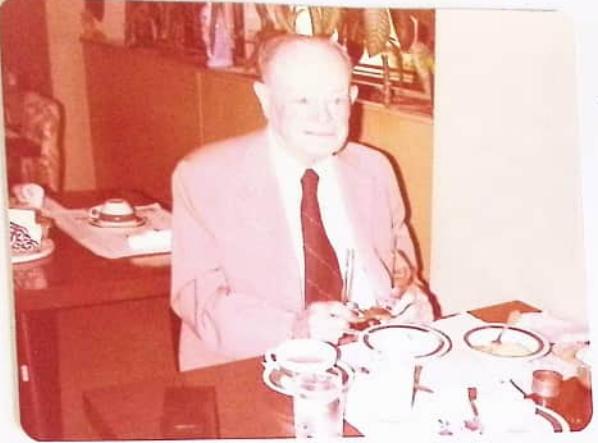
This is to certify that

THE HERITAGE

HOBBY SHOP KADUES

has participated as an exhibitor, thereby contributing to the cultural life of the City of San Francisco.

*Joseph Caverly* *Edward A. McDevitt*  
JOSEPH CAVERLY, HONORARY CHAIRMAN EDWARD A. McDEVITT, GENERAL CHAIRMAN



Mr Alan Lowrey

April Birthday



Miss Bertha Messinger

Hall of  
Fame  
for  
Great  
American  
Records



Marina Hi - Easter Program



THE SOCIETY - ANNUAL  
1960 - 1966

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Executive Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 155 Sansome Street, San Francisco, on Tuesday, September 27, 1960 at 1:00 PM in accordance with notice given to all members.

PRESENT: Charles J. Bradley Capt. Barrett G. Hindes  
Bradley B. Brown Fentress Hill, II

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting and Fentress Hill, II, Secretary of the Corporation, acted as secretary of the meeting.

The chairman stated that the meeting had been called for the purpose of reviewing the operations of the Home for the year 1960 through August 31, 1960 and the forecast of operations for the balance of the year.

After careful consideration of the Corporation's financial condition, it was the unanimous decision of the Committee that the Corporation was now in a position to increase the number of subsidized guests at the Home. Thereupon, on motion duly made, seconded and unanimously carried, it was:

RESOLVED: That a recommendation be sent to the Board of Managers to the effect that all present vacant rooms in the Home be occupied by applicants taken from subsidized guest lists and that no life care or monthly boarders be admitted to the Home until such time as financial conditions change.

The Committee next discussed the matter of the occupancy of the infirmary. It was the unanimous decision of the Committee that steps should be taken to move guests from the infirmary who were not entitled to be there under the terms of their contracts.

There being no further business to come before the meeting, the meeting was adjourned at 2:00 P.M.

Fentress Hill  
FENTRESS HILL, II  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special joint meeting of the Executive Committee of the Board of Directors and a special Committee of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Monday, October 17, 1960 at 3:30 P.M.

Mr. Barrett G. Hindes, Chairman of the Executive Committee presided at the meeting.

PRESENT: Barrett G. Hindes  
Charles J. Bradley  
Bradley B. Brown  
Fentress Hill, II

Mrs. E. E. Blackie  
Miss Helen H. Bridge  
Mrs. E. L. Gunther

ABSENT: Mrs. L. Morrison

ALSO PRESENT: Mr. Tom Jenkins, attorney for the Society.

The Chairman stated that the meeting had been called to discuss policies as effected by recent tax problems and to review 1960 operations accounts.

At the request of the Chairman, Mr. Jenkins then read a memorandum which he had prepared on the present state of the situation regarding tax exemption and with an outline of suggested future procedure. During the reading of this memorandum, the Chairman and Mr. Jenkins discussed their meeting in Sacramento with representatives of the Board of Equalization and of the Board of the Department of Public Welfare.

The essence of Mr. Jenkins' memorandum is stated in his last paragraph, which is quoted herewith:

"Within the next few months determination will undoubtedly be made by the Courts and the State Board as to what standards must be adopted. Under any theory, however, it must be pointed out that homes cannot operate at a profit, nor have average charges at a rate which would be classified as outside the reach of persons of moderate or limited means.

This will require all homes to re-analyse their cost and payment structure; to set a schedule of rates commensurate with the general principles of charity as indicated in court cases, (Frederica and others), and to be sure that their own articles and by-laws meet state requirements, including non-discrimination as to race, creed and color. Boarders paying high monthly rates must of necessity be cut down as rapidly as possible commensurate with the other commitments of the homes and the humanitarian problems involved. Additional subsidized residents

must be taken in, particularly those on old age security, so as to cut down the number of higher paying guests, and to reduce any profit picture. Care should also be taken to see that the non-operating income continues to stay at a high rate as compared to payments made by residents, in order to conform to court decisions and State board rules".

The Chairman then made the following recommendations in the light of this report of the attorney and of their appraisal of the situation in their meetings in Sacramento -

That the Society should examine its position to discover in what manner, if any, its operations might be modified to more nearly comply with the suggestions made, without conflict with the Society's basic principles or without lowering their standards of care.

That a study should be made to endeavor to keep income and expenses in as close balance as practical taking into consideration the emergencies which arise in this type of operation.

That the monthly charges to residents ultimately be adjusted so as not to exceed the average gross cost of care, except in special temporary situations.

That a financial statement, similar to that required of subsidized residents, be requested from all boarders, to better judge the needs and appropriateness of present monthly charges. Failure to make such full disclosure shall be considered as grounds for cancellation of the "Monthly Guest Agreement".

After considerable discussion of these recommendations, in which all those present joined, it was the opinion of the meeting that they be adopted, and that the Board of Managers work out plans to make them effective.

Miss Bridge then presented a list of items of expense, amounting to approximately \$10,000.00, which the Board of Managers felt should be contracted for to improve conditions at the "Home", but which are not covered by the monthly sum transferred to cover their budget. After reviewing these items, this expenditure was approved.

There being no further business to come before the meeting, the Chairman declared the meeting adjourned.

  
FENTRESS HILL, III  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, December 8, 1960, at 4 o'clock p. m.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

DIRECTORS	Barrett G. Hindes	Bradley B. Brown	Paul C. Miller
<u>PRESENT</u>	Charles J. Bradley	Chalmers G. Graham	Paul C. Newell
	Fentress Hill, ll.	Ferard Leicester	George Stimmel
		David L. White	
DIRECTORS			
<u>ABSENT</u>	Bruce Cornwall	Joseph A. Moore Jr.	Frank F. Walker

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on September 8, 1960 and of the Executive Committee meetings held on September 27 and October 17, 1960, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

Upon request, Mr. Brown, Chairman of the Investment Committee stated that a meeting of his Committee had been held on November 29, 1960, and that after reviewing the investment portfolio, the Committee recommended that no changes be made in the portfolio and that additional funds available for investment at this time, being approximately \$75,000.00 be invested in -

United States Treasury Bonds - 4% - due May 15, 1962.

After discussion, the recommendations made by the Committee were approved and the Treasurer was requested to proceed with the execution of the transactions.

The President then reported that settlement of the bequest from the Estate of Martin J. Heller was proceeding satisfactorily, but that the exact amount which the Society will receive could not yet be determined.

The President further stated that certain of the securities in the Society's portfolio still stand in the name of the "Old Peoples' Home" and that it is desirable to have these changed into the correct name of the Society. To accomplish this result, the following resolution was moved, seconded and carried, -

WHEREAS, this corporation was organized pursuant to the General Non-profit Corporation Law of the State of California by the filing of its Articles of Incorporation in the office of the Secretary of State of the State of California on April 7, 1955; and

WHEREAS, this corporation was merged with OLD PEOPLES' HOME, a California non-profit corporation, pursuant to an Agreement of Merger dated November 8, 1955, and said Agreement of Merger was duly filed with the office of the Secretary of State of the State of California on December 14, 1955; and

WHEREAS, said Agreement of Merger, dated November 8, 1955, provided in part that the separate existence of OLD PEOPLES'

HOME, a corporation, shall cease and that this corporation shall succeed to and shall become the owner of, without other transfer, all the rights and property of OLD PEOPLES' HOME, a corporation; and WHEREAS, Article VII of the By-Laws of this corporation provides in part that the Board of Directors of this corporation shall exercise, conduct and control all the corporate powers, business and property of this corporation; NOW, THEREFORE, BE IT RESOLVED: That the President and Assistant Secretary of this corporation be, and they hereby are, authorized and empowered to transfer, endorse, sell, assign, set over and deliver any and all shares of stock, bonds, debentures, or other securities, now or hereafter standing in the name of or owned by this corporation, or in the name of OLD PEOPLES' HOME, a corporation, or its nominee, and to make, execute and deliver under the seal of this corporation, any and all written instruments necessary or proper to carry out or effectuate the authority hereby conferred.

The President called the Board's attention to the fact that the Board of Managers had failed to carry out their request of requiring financial statements from boarders at the "Home". After considerable discussion, it was requested that the President confer with Mrs. Nigh, President of the Board of Managers on the subject.

The President advised the Board that he had received with regret the resignation of Mr. Brown as chairman of the investment committee, which he had found it necessary to do, owing to changes in his personal affairs. Mr. Brown however will continue as a member of the committee.

No further business appearing, upon motion, the meeting was declared adjourned.



Fentress Hill, 11.

Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Executive Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, February 23, 1961, at 3.30 o'clock p. m.

The Chairman of the Committee, Mr. Barrett G. Hindes, presided at the meeting.

PRESENT      Barrett G. Hindes    Charles J. Bradley    Joseph A. Moore Jr.

ABSENT      Bradley B. Brown    Fentress Hill, 11.

Also present were - Mrs. Wm. H. Nigh and Miss Helen H. Bridge President and Treasurer respectively of the Board of Managers.

The Chairman stated that the meeting had been called for the purpose of receiving and discussing with the President and Treasurer of the Board of Managers, their proposed budget for the year 1961, for the operation of the "Heritage", and for the formation of a recommendation on the budget to the Board of Directors.

Before proceeding with the discussion of the budget, Mrs. Nigh requested that the name of Mrs. Leo D. Byrne, who has resigned as a regular member of the Board of Managers, be placed in nomination as an Honorary Life Member and that the Board of Directors take action at their next meeting.

At the request of the Chairman, Miss Bridge then outlined in detail the figures of the proposed budget, comparing and discussing each item with the figures for the year 1960. A copy of this proposed budget amounting to \$21,245.00 per month is madea part of these minutes.

The members of the Committee then discussed with the ladies various items as outlined in the budget.

Miss Bridge then presented a list of items, referred to as "Budget for Replacement Items, 1st. Half 1961", amounting to \$4,700.00, which she stated the Board of Managers felt should be purchased to replace equipment wearing out and to keep the plant up to present standards. This list was discussed in detail with the members of the Committee.

Mrs. Nigh and Miss Bridge then left the meeting, after being thanked by the Chairman for the clear and comprehensive statement of their requirements.

The Chairman then canvassed the members present as to their views on the operating budget and the replacement list presented to them, and after considerable discussion it was resolved that the Executive Committee recommends that the Board of Directors approve the operating budget for the "Heritage" for the year 1961, amounting to \$21,245.00 per month and approve the purchase of the items on the "Replacement List", amounting to approximately \$4,700.00.

There being no further business to come before the meeting, the meeting was declared adjourned.

*X. B. Anderson*  
Assistant Secretary.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Proposed Expense Budget - "The Heritage" - Year 1961.

Monthly  
Budget.

Payroll	\$ 12,325.00
Taxes on payroll	385.00
Compensation insurance	235.00
Meat	1,625.00
Provisions	2,500.00
General House Supplies	275.00
Telephone	90.00
Gas and Electricity	725.00
Water	150.00
Laundry	450.00
Scavenger	55.00
Equipment Upkeep	530.00
Plant Upkeep	750.00
Medical and Dental Fees	300.00
Drugs	100.00
Medical Supplies	100.00
Office Supplies	75.00
Social and Recreation	75.00
Garden	50.00
Chapel	75.00
Food Consultant	300.00
Miscellaneous	<u>75.00</u>
	<u>\$ 21,245.00</u>

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was called to be held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, March 2, 1961, at 4 o'clock p. m.

DIRECTORS  
PRESENT

Barrett G. Hindes Charles J. Bradley Ferard Leicester

As a quorum was not present, the President declared that the meeting could not be held and would be called for a later date.

H. S. Anderson

H. S. Anderson

Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, March 16, 1961, at 4 p. m. o'clock.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

<u>Directors</u>	Barrett G. Hindes	Bradley B. Brown	Joseph A. Moore Jr.
<u>Present</u>	Charles J. Bradley	Ferard Leicester	David L. White
<u>Directors</u>	Fentress Hill, ll.	Bruce Cornwall	Paul C. Newell
<u>Absent</u>	Chalmers G. Graham	Paul A. Miller	George Stimmel
		Frank F. Walker	

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on December 8, 1960, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

Upon request, the Assistant Secretary then read the minutes of a meeting of the Investment Committee held on February 21, 1961, at which two members were present. Their recommendations to the Board were -

On advice from the President of the Board, that a portion of the funds from the Heller Estate may soon be available these funds be invested in -  
300 shares General Electric Company, if they can be purchased under \$70.00 per share, -  
the balance of the funds, if any, to be used to purchase United States Treasury Bonds, 4%, due May 15, 1962.  
If General Electric Company stock cannot be purchased as outlined, then all the funds to be invested in the Treasury bonds stated. - also -  
That rights to additional stock of American Telephone and Telegraph Company be exercised when received and the additional stock purchased.

After discussion, the recommendations made by these members of the Investment Committee were approved, and the Treasurer was requested to take the necessary action when funds are available and conditions outlined are met.

The President then requested the Assistant Secretary to read the minutes of the Executive Committee meeting held on February 23, 1961. Upon motion duly passed, it was resolved that they be accepted as read.

The President then stated, that after the reading of the minutes of the Executive Committee, he wished to place before the meeting the recommendation of that Committee that the budget for the operation of the "Heritage" for the year 1961, amounting to \$21,245.00 per month, and the budget for Replacement Items, 1st. half 1961, amounting to approximately \$4,700.00, be approved. After considerable discussion, during which the President referred to various items in the budget in some detail, it was resolved that the recommendations of the Executive Committee be approved and that the amounts of the budgets as stated be accepted.

The President referred to the fact that copies of the Annual Audit Report had been sent to all of the directors. He stated that he felt that the report showed an accurate and clear picture of the financial condition of the Society.

In view of the absence of some members of the Investment Committee at this time, the President announced that he was appointing Mr. Paul A. Miller to be a member of that Committee. This action was unanimously confirmed by the Board.

The President further stated that the name of Mrs. Leo D. Byrne who has resigned as a regular member of the Board of Managers, has been placed in nomination as an Honorary Life Member, and Requested the Board to express their wishes in the matter. Upon motion duly made and passed Mrs Leo. D. Byrne was unanimously elected an Honorary Life Member of the Society.

The President also reported that the annual application for tax exemption under the Welfare Exemption provisions of the State, were being prepared and that he was making arrangements to present them to the proper officials at the appropriate time.

No further business appearing, upon motion, the meeting was declared adjourned.

*H. S. Anderson*

H. S. Anderson

Assistant Secretary

ANNUAL MEETING

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on May 4, 1961 at 2 p. m. o'clock.

The meeting was called to order and presided over by the President of the Society, Mr. Barrett G. Hindes, the assistant secretary acting in the absence of the Secretary Mr. Fentress Hill, ll.

The President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members, (a majority) being present, as required by the by-laws, the meeting was in order and competent to act.

The assistant secretary then read the minutes of the last annual meeting held on May 5, 1960, and upon motion duly made, seconded and carried these minutes were approved as read.

The President then read his report covering the activities of the Society during the year 1960 and in accordance with the wishes of the members, this report is made a part of these minutes and to be spread on the Minute Book, as follows:-

President's Report

It is with a great deal of pride that I preside over this meeting of the ladies and gentlemen who have done so much for our Society and who developed the "Heritage" into what is the finest example of care for the aged in this area and probably in the whole state. Each one of you has contributed something and can look with pride at our "Heritage".

These several years since our merger and the construction of the new building have taught us all many things and have worn down the rough spots and polished the high spots to a point where we have a smooth, well-run and efficient operation.

There is an old saying that the first seven years are the hardest, which seems to apply to my past seven years here, but we have all learned through experience and I predict smoother years ahead of us.

Besides the normal operating procedures, I see only two major problems remaining, one of which is the establishment of basic principles and procedures in the selection of persons to be admitted to the home, and the other is the infirmary. Both are now under study and I am sure they can be solved as well as some of our tough ones.

I want to thank Mrs. Nigh, her officers and board members, not only for the generous work but also for their co-operation with me and the other directors. Working with them has been a real pleasure for all of us.

I am glad to report that the taxation problem on this land with its improvements has been practically settled and I would like to give particular thanks to our attorney, Mr. Tom Jenkins, who has so skillfully

The major problem of your Board of Directors is in the management of the Society's assets and the financial balance of the Home's operation. I can report that your directors have met at intervals during the year, reviewed the security holdings and made changes when considered in the best judgment. The cost basis of securities held increased over last year some \$166,000 to \$1,245,000 and having a market value of \$1,870,000 at year end. Several legacies in a total of \$53,000 were received during the year, which helped to boost the above.

to

The income from the Society from investments, real estate rents, etc. amounted to \$147,000 which was \$8,000 more than in 1959. This income together with the payments from our guests amounted to \$332,000, which covered our expenses by some \$8,000 which was transferred to the General Fund.

The monthly cost of care has been steadily increasing over the year, with the 1960 figure at \$241.50 compared with \$215.01 in 1959 and \$207.62 in 1958. Part of this rise was due to the lesser average number of guests - 100 compared to 106 in 1959, and part also from excessive infirmary costs. Steps are being taken to correct both of these conditions.

My sincerest thanks to Mrs. Pogson for her able stewardship; she brings a feeling of security to us all through her devoted and loyal service.

I have appreciated the work of my Board of Directors, and I bring their thanks as well as my own to Mrs. Nigh and her grand team who have been pulling the heavy work load so strongly and unselfishly.

The President then requested the Assistant Treasurer to inform the meeting of the more important facts from the auditors' report for the year 1960.

The President requested the president of the Board of Managers, Mrs. Nigh, to read her report, which being done, this report is also made a part of these minutes as follows;

In reporting what was done in 1960 at "The Heritage", I am going to compare our operations here to the work of our National Congress. The Board and Management function through committees and a staff pretty much as our lawmakers do. In Congress the finished job comes out of committee with all the wrinkles ironed out - or nearly all to be exact - and is paraded on the floor of Senate and House. Similarly, Committee reports and Staff reports of "The Heritage" constitute the really significant record of work done here. We improve on Congress by omitting the oratory, but I must pay tribute to all our workers by saying that my report is only a summary of the continued advancement in services and recognition achieved by the Home.

Statistics are important, but tedious, so let's get them out of the way first.

"The Heritage" at present has 98 residents of whom 87 are ladies and 11 are gentlemen. There are 20 Crocker members, 24 Old Age Assistance members and 9 Low Income residents. The remainder, approximately one half of the total, are Boarders.

Changes in the population of the Home have included 22 deaths from January 1960 to January 1961; 9 removals or voluntary moves. It is interesting to note that the average length of stay for life contract members is 12 years; monthly guests remain a little better than 3 years.

This proportion of the different kinds of members normally fluctuates slightly from time to time and it is unfortunate that the problem of real estate taxes should be forced on us and require an artificial adjustment in our various groups of Residents. If there is a benevolent and non-profit institution in California, it is "The Heritage" where no difference whatsoever is made in the treatment of our guests. Taxes should not harass us.

Nevertheless during the summer our Directors were informed by the City Assessor that the State Board of Equalization recommended that "The Heritage" should not be exempt from real estate taxes for 1960 and 1961. A year's exemption was finally granted and as a direct result it was decided that no new boarders should be admitted and that Old Age Assistance and Low Income Members be increased until such time as financial conditions are changed.

While we are waiting for the final decision by the Assessor, our Study Committee, another of those hard working groups who deserve our praise, is again working on categories and admission policies begun last Spring. At that time it was felt we had reached a certain financial stability and knowledge of the average cost of care and we could begin to evaluate the needs of the community in relation to what "The Heritage" can supply.

The acute problem of geriatrics are brought into sharp focus by the fact that the average age of residents in "The Heritage" has varied from 86 years at the beginning of the year to 84 years as of now. There is no better place in this report to talk of our Infirmary than right here. When I last reported to you in May 1960, the Infirmary Committee was hard at work with Miss Hotchkiss of "The Bureau of Hospitals", State Department of Public Health, to clarify our health policies and co-ordinate the activities of Infirmary and Diet Kitchen. By July this work was practically completed and Mrs. Owen, Director of Nurses, left for a new post in Berkeley. Miss Skelton, Assistant, took over, but had to resign because of illhealth. We were fortunate to secure the services of Mrs. Alma Rathman who has continued to improve our performance and also cut down on overhead expenses. In October, Dr. Roger McKenzie was made chief of the Medical Staff.

Special diets mean extra expense, of course, and catering to elderly people requires more care than menus for you and me and other "Youthful" persons. Nevertheless we serve 450 meals per day at an average cost of 86¢ per person per day. Instead of calling our meals appetizing, varied and nutritious, I am including a week's menu taken at random which will show our directors why the kitchen and dining-room are receiving compliments rather than complaints.

Care of the physical properties receive prime attention from our Committee and Staff. I think you business men call it depreciation or sometimes maintenance and expansion. At any rate improvements

hospital chairs; 2 lamps; and an ex-ray cabinet for the Infirmary; provision of a consultation room for doctors, and the sterilizer moved from the nurses' station. We also bought a Baby Grand piano, an office safe, new carpets for the Old Building, china and silver replacements as needed, and re-upholstered some furniture. In addition, we installed an inter-com system in the old building, arranged greatly improved storage space for the Housekeeping and Occupational departments, painted the dining room, 27 bedrooms, one sitting room and 3 diet kitchens, and put in a new circulating pump in the old building.

One of the heart warming facets of work at "The Heritage" is the numerous generous friends who give cash or stock which enables us to supply the residents with added comforts and services. There are also those wonderful donors who in the last year provided such luxuries as an amplifier for our theatre room; an ampx-sterio record player; records; a sound projection machine; a handsome grandfather's clock; bridge table and chairs; and last but by no means least, - a manicure table for the beauty shop. Still others supplied entertainment of various kinds, including puzzles, magazines and books; candy and flowers; a bridge party and beautiful tea, and a delightful birthday dinner. To all these warm-hearted friends of "The Heritage", the Board is truly grateful.

Security first, food next and entertainment third, rank in that order of importance in any program of sheltered care. I believe that the calibre of entertainment improved in the last year. The Hobby Department met every two weeks for instruction and help in sewing, knitting and metal work done by those preparing for the Annual Bazaar. This big event together with the enjoyable tea was held December 1st. with an attendance of over 500 visitors. Nearly all articles offered for sale were snatched up during the happy but hectic afternoon, netting the Hobby Department \$953.00. There were 11 birthday parties each celebrant inviting friends to tea. We averaged 50 to 70 guests at these popular affairs. There were parties for Bingo and other games of skill, record concerts, book reviews and illustrated travel lectures. A series of lectures on world affairs was repeated successfully. A delightful piano concert was given by Mr. George McManus of Mills College. The Columbia Park Boys sang at Christmas and again at Easter. A fine male chorus called "Man of Note" sang at the Christmas party. One of our new Board members gave bridge lessons. Tickets for symphony and ballet were generously donated for distribution in the Home. Special dinners were planned for all holidays with appropriate decorations and all trimmings. The Christmas season naturally received special attention and "The Heritage" was decorated with trees, wreaths and potted plants. A delightful program and refreshments were enjoyed by the residents and Board members at the annual holiday party.

Spiritual needs of the residents are never forgotten. Church services were conducted each week in the Chapel by Dr. Buchholz, with Mrs. Madden at the organ. An average of 30 to 35 residents attend each week. Dr. Carl Tamblyn of St. Luke's and the Rev. Praed of Grace Cathedral were with us at Christmas and Easter. We are grateful to these busy and dedicated men who bring religious comfort to the Home.

I regret that the year's record must include that our Board lost by death Mrs. Mortimer Smith, a valued and old-time Crocker member. Mrs. J. W. Leavitt, President of Crocker Home for many years and one of our Honorary Board Members died this fall. We also lost by resignation Mrs. Leo. Byrne, who was honored at a luncheon and was awarded an Honorary Life Membership in the organization. One new member joined the Board, Mrs. Charles Noble, who is assuming an active role in our work.

We are proud that changes in employee personnel are few at "The Heritage". There are 45 members on the Staff headed by Mrs. Pogson, whose sympathetic understanding of the residents and ability to co-ordinate the work of the staff and personnel, have achieved a smoothly running organization. Others who are valuable members of this team are Miss Margaret Long, Assistant to the Administrator and who has also taken over housekeeping duties; Miss Liston who now has complete responsibility on week-ends and evenings and a new front office secretary, Miss Murphy.

The nursing staff under Mrs. Rathman numbers  $11\frac{1}{2}$ . There are 2 registered nurses and 2 graduate nurses for round-the-clock responsibility; 3 licensed vocational nurses; 4 aides and a maid.

In the kitchen, a most important place, we have  $6\frac{1}{2}$  workers under the able direction of "Charlie" and headed by our Food Consultant, Mr. Paul Debes. Dining room service is handled by 6 workers and deftly directed by Jack. Other workers include 5 maids for housekeeping, 3 porters, a maintenance man, a gardener and a part time laundress.

We are grateful to this fine group of employees whose loyal performance of their tasks has accounted in no small measure for the smoothness of operations in the Home. They are truly deserving of this tribute.

In closing I want to extend my warm personal thanks to the Board of Managers for the leave of absence granted me in September and for the splendid way in which they and the Vice-President, Mrs. Blackie, assumed the extra problems brought about by the unfortunate tax question. To the various Chairmen and members of their committees whom I mentioned at the beginning of this report, to the Board of Directors and Captain Hindes, in particular, I am deeply grateful for unfailing support and enthusiasm.

The secretary of the Board of Managers, Mrs. Barbara Olney Landis, reported on the activities of that group as follows;

During this period the Board of Managers held 11 regular meetings and 2 executive meetings at 3400 Laguna Street, San Francisco. The President, Mrs. Wm. H. Nigh Jr. presided at 8 regular meetings and 2 executive meetings and the First Vice-President, Mrs. E. E. Blackie, presided at 3 regular meetings.

At present there are 28 members serving on the Board of Managers. During the year Mrs. Leo Byrne was made an Honorary Life Member of the Society and Mrs. Charles A. Noble Jr. became a member of the Board. It is with deep regret that the secretary

reports the death of Mrs. J. W. Leavitt, a former President of the Crocker Home and an Honorary Life Member of the Society, and the death of Mrs. Mortimer Smith, for many years a member of the Crocker Board and until recently, a member of this Board.

As of April 30, 1961, the number of residents in the Heritage totals 98. There are 20 members from the Crocker Home, 9 members on Low Income and 24 members on Old Age Assistance and 45 Monthly Guests.

This report would not be complete without a word of appreciation to the President of the Board of Managers, Mrs. Nigh, for her outstanding leadership, good judgment and countless hours of work, to Captain Hindes and the Board of Directors for their help in financial matters, and to Mrs. Peterson, the Administrator, for her competent management of the Heritage and her sympathetic understanding of the residents.

Upon motion duly made, seconded and carried, the reports of the various officers as read are accepted and ordered spread upon these minutes.

Upon a motion being made and seconded, it was -

RESOLVED: That the minutes of the meetings of the Board of Directors of this corporation during the past calendar year, be and they hereby are in all respects approved; and that the resolutions therein set forth be and they are hereby severally adopted, approved, ratified and confirmed; and that all actions of every kind taken by any officer or officers of the corporation, pursuant to any such resolution, action or authorization, be and it is authorized, adopted, approved, ratified and confirmed.

The President announced that nominations to the Board of Directors was in order. The following persons were nominated to serve on the Board of Directors for the ensuing year;

Barrett G. Hinies	Paul A. Miller
Charles J. Bradley	Joseph A. Moore Jr.
Fentress Hill, II.	Paul C. Newell
Brailey B. Brown	George Stimmel
Bruce Cornwall	Frank F. Walker
Chalmers G. Graham	David L. White
Gerard Leicester	

As the number of nominations is within the prescribed number set forth in the By-Laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the thirteen persons nominated by the above motion had been properly elected Directors of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that nominations to the Board of Managers was now in order, whereupon on motion duly made and seconded, the following 26 persons were nominated to serve on the Board of Managers for the ensuing year;

Mrs. E. E. Blackie	Mrs. Ralph Lyon
Mrs. William K. Bowes	Mrs. Melanie Matignon
Miss Helen Bridge	Mrs. Lewis Morrison
Mrs. Edwin L. Bruck	Mrs. William H. Nigh Jr.
Mrs. Donald Craig	Mrs. Charles A. Noble Jr.
Mrs. Archibald Granger	Mrs. Warren C. Perry
Mrs. A. C. Griffith	Mrs. Charles B. Porter
Mrs. Ernest L. Gunther	Mrs. P. S. Rettenmayer
Mrs. Thomas Hickey Jr.	Miss Elizabeth J. Rolph
Mrs. William E. Hilbert	Mrs. James Skene
Mrs. Robert C. Kirkwood	Mrs. Charles E. Smith
Mrs. Edwin V. Krick	Mrs. Stuart F. Smith
Mrs. Philip F. Landis	Mrs. J. T. Stephenson
Mrs. Francis Lloyd	Miss Margaret Zane

As the number of nominations is within the prescribed number set forth in the By-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twenty-eight persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

The Chairman then referred to the exemption from real estate taxes which the Society has had under the State Welfare Tax Law, this exemption covering only the property which is occupied by the Home. He stated that the State of California had made an effort to withhold the exemption on some homes throughout the State, but that as the result of the decision handed down in certain law suits, it would appear that the Society could expect to continue to be exempted.

Mr. Bradley suggested to the meeting that consideration should be given to the advisability of building a separate infirmary for the "Heritage". He recommended that discussions be held to find out the requirements and what benefits would be derived from such action.

Several new members on the Board of Managers commended the operations of the Society and the work done by the two boards.

There being no further business presented, the meeting upon motion duly made, seconded and carried, was declared adjourned.



H. S. Anderson  
Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND R

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, May 18, 1961, at 4 o'clock p. m. being held at this time as a quorum of the Directors was not present immediately following the annual meeting of the Society on May 4, 1961.

The following directors, being a quorum of the Board were; -

<u>PRESENT</u>	Barrett G. Hindes Ferard Leicester	Charles J. Bradley Joseph A. Moore Jr.	Fentress Hill, 11.
<u>ABSENT</u>	Bradley B. Brown Bruce Cornwall Frank F. Walker	Chalmers G. Graham Paul A. Miller David L. White	Paul C. Newell George Stimmel

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on March 16, 1961, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The first order of business, being the election of officers of the Board for the ensuing year, upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

President	Barrett G. Hindes
1st. Vice President	Joseph A. Moore Jr.
2nd. Vice President	Charles J. Bradley
3rd. Vice President	Fentress Hill, 11.
Secretary	Paul A. Miller
Treasurer	Paul A. Miller

The President then appointed the following committees; -

Executive	Barrett G. Hindes, Chairman Joseph A. Moore Jr. Charles J. Bradley
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Real Estate	David L. White, Chairman Bruce Cornwall
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Investment	Frank F. Walker, Chairman Paul C. Newell, George Stimmel Bradley B. Brown, Fentress Hill, 11. Paul A. Miller.
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Upon motion duly carried, Mr. H. S. Anderson was reappointed to serve the Board as Assistant Secretary and Assistant Treasurer for the ensuing year at the monthly fee of \$550.00, the change in rate to be effective as of May 1, 1961.

The following additional motions were also passed unanimously:-  
to provide a bond

- The following additional:

  1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
  2. That the firm of Farquhar & Heimbucher, C. P. A. are reappointed auditors for the Society for the ensuing year.
  3. That the firm of Schofield, Hanson, Bridgett, Marcus & Jenkins attorneys, are reappointed as attorneys for the Society under the same general terms as previously.

### Bank

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

RESOLUTION AUTHORIZING SIGNATURE  
ON CHECKS AND OTHER INSTRUMENTS

D, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depositary of this Corporation, and that checks or drafts withdrawing said funds may be signed by **10** - of the following:

COMMERCIAL

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of the following:  
**DIRECTORS' ACCOUNT - COMMERCIAL**

**TITLE**

NAME  
Barrett G. Hindes

President

Charles J. Bradley  
Fortress Hill, 11.

Vice President  
Vice President

Fentress Hill,  
Paul A. Miller  
H. S. Anderson

Treasurer

~~ER~~ RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any checks and drafts of this corporation signed as provided herein, whether or not payable to the persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness endorsed for deposit to the account of this corporation by any of the foregoing or by any other agent of this corporation, and may be endorsed in writing or by stamp and with or without the of the person so endorsing.

~~RE~~ RESOLVED: that the authority hereby conferred shall remain in force until written notice of cancellation thereof by the Board of Directors of this Corporation shall have been received by said corporation at the office at which the account is kept; and that the certification of the secretary or an assistant to the continuing authority of this resolution and the persons authorized to sign and their signatures shall be binding upon this corporation."

— by certify that the foregoing is a true and correct copy of a resolution adopted by the Board  
— rs of this corporation at a meeting of said Board regularly held on the - 18th. -  
May 61

May, 1961, and that said resolution is still in full force and effect.  
We certify that the signatures appearing on the reverse side of this card are the signatures of those authorized to sign for and on behalf of this corporation.

is my hand and the seal of this corporation this 18th day of May, 1961,

(SEAL)

San Francisco Ladies' Protection  
and Relief Society.-Directors' A/c.  
*Secretary*  
*Name of Corporation*

The following additional motions were also passed unanimously:-

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of Farquhar & Heimbucher, C. P. A. are reappointed auditors for the Society for the ensuing year.
3. That the firm of Schofield, Hanson, Bridgett, Marcus & Jenkins attorneys, are reappointed as attorneys for the Society, under the same general terms as previously.
4. That the commercial and savings accounts with Wells Fargo Bank, American Trust Company be continued in accordance with resolution attached hereto and made a part of these minutes.

The President then stated that both of the flats owned by the Society on Francisco Street, adjoining the Home Property, would very soon be vacant, and read a report of condition made by Coldwell Banker & Co. the Society's agents, in which they stated it would take considerable expense to put them in condition to be again rented.

After considerable discussion, the assistant secretary was instructed to advise Coldwell Banker & Co. to have the necessary work done, and proceed to have them rented as soon as possible.

The President mentioned that the application for Welfare Tax Exemption for the year 1961 had been filed in the usual manner, and that as the result of conversations with the Assessor of San Francisco, he was hopeful that the exemption would be again granted.

No further business appearing, upon motion, the meeting was declared adjourned.



H. S. Anderson  
Assistant Secretary

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, June 8, 1961, at 4 o'clock p. m.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

DIRECTORS	Barrett G. Hindes	Paul A. Miller	George Stimmel
<u>PRESENT</u>	Charles J. Bradley	Ferard Leicester	David L. White
DIRECTORS	Joseph A. Moore Jr.	Paul C. Newell	Bruce Cornwall
<u>ABSENT</u>	Frank F. Walker	Bradley B. Brown	Chalmers G. Graham
			Fentress Hill, II.

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' organization meeting held on May 18, 1961, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President then stated that the next order of business at these meetings is to receive and consider the quarterly report and recommendations of the Investment Committee, however, as several members of this Committee were absent from the City, a meeting could not be convened. The President voiced the opinion that a definite investment policy should be adopted by this Board, and after some discussion, it was resolved that the Investment Committee be charged with the responsibility of placing before this Board their recommendations for a definite investment policy. It was agreed that this statement be sent to all members of the Board along with the next quarterly investment statement and that the Board give such statement of policy full consideration at their next quarterly investment meeting.

It was further agreed that the Society should take advantage of the daily interest obtainable in Savings Accounts with banks, and arrange with the Wells Fargo Bank, American Trust Company to open such an account in connection with the Society's Agency Account with them, into which they will place any principal awaiting investment. The Treasurer was requested to communicate with the Bank in question outlining the intention of the Board.

The President then reported on the activities of the Executive Committee since the last meeting of this Board and stated that the Committee had received from the Board of Managers and passed on eight applications for admission to the "Heritage".

Three of these were from applicants for residence, who would have to be subsidized, and which were approved and returned to the Board of Managers. The five other applications were in a group which have somewhat more assets, but still with income ranging between \$150.00 and \$200.00 per month. The Committee felt that they should be approved for residence under a trust plan, which the Committee have discussed

TRUST AGREEMENT

THE HERITAGE

THIS TRUST AGREEMENT is entered into between  
\_\_\_\_\_, hereinafter called  
TRUSTOR, \_\_\_\_\_ BANK,  
hereinafter called TRUSTEE and SAN FRANCISCO LADIES'  
PROTECTION AND RELIEF SOCIETY, a California corporation,  
hereinafter called BENEFICIARY, at San Francisco, California.

ARTICLE I

TRUST PURPOSE

SAN FRANCISCO LADIES' PROTECTION AND RELIEF  
SOCIETY is a non-profit corporation engaged in the  
operation and maintenance of a home for senior citizens  
known as "The Heritage" at 3400 Laguna Street, San Francisco,  
California. In consideration of their accepting \_\_\_\_\_

\_\_\_\_\_ as a resident of said  
home under a life care agreement, a copy of which is  
attached and made a part hereof, \_\_\_\_\_

\_\_\_\_\_ has agreed and by this agreement does  
agree to place all of \_\_\_\_\_ assets in an irrevocable  
trust for the purpose of paying to the SAN FRANCISCO  
LADIES' PROTECTION AND RELIEF SOCIETY their charges  
for \_\_\_\_\_ care.

ARTICLE II

TRUST PROPERTY

The TRUSTOR does hereby transfer and deliver  
without any consideration on the part of the

"A" which is a part of this trust agreement, the receipt of which is hereby acknowledged by the TRUSTEE. The said property, which TRUSTOR agrees is all of \_\_\_\_\_ property, both real and personal, except for personal effects, shall constitute the trust estate and shall be held, administered, and distributed by the TRUSTEE as provided herein.

#### ARTICLE III

##### ADDITIONAL PROPERTY

The TRUSTOR agrees that any additional property which \_\_\_\_\_ may acquire during \_\_\_\_\_ lifetime shall become and be added to this trust and shall become a part of the trust estate upon its receipt and acceptance by the TRUSTEE.

#### ARTICLE IV

##### DISPOSITIVE PROVISIONS

The TRUSTEE shall apply and distribute the net income and principal of the trust estate in the following manner:

(a) During the lifetime of the TRUSTOR, the TRUSTEE shall make the following payments from the trust estate:

(1) The TRUSTEE shall pay to the SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY for the benefit of the TRUSTOR all of the net income from the trust estate and such of the principal as may be necessary, in monthly or other convenient installments, but not less frequently than annually, to the extent necessary to meet the payments for monthly

care set by the said BENEFICIARY. As of the writing of this trust agreement said payments are in the amount of \$250.00 per month; they may be increased or decreased by the SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY in accordance with their general practices, provided, however, that any payments charged for the care of the TRUSTOR shall be in keeping with the general policy of charges set down by the said corporation.

(2) The TRUSTEE shall pay to or for the benefit of the TRUSTOR such amounts of the income or principal as may be necessary monthly for        personal needs over and above the sums paid to the BENEFICIARY as outlined in paragraph 1 above.

(b) Upon the death of the TRUSTOR the TRUSTEE shall thereafter apply and distribute the trust estate as follows:

(1) The TRUSTEE shall pay from the principal of the trust estate the expenses of funeral and burial of the TRUSTOR and any inheritance, estate or other taxes that may by reason of        death be due upon or in connection with the trust estate or any portion thereof, unless the TRUSTEE shall determine in its absolute discretion that other provisions have been made for payment of such expenses and taxes.

(2) The TRUSTEE shall pay to the BENEFICIARY such sums as may be outstanding and unpaid for the care of TRUSTOR and shall pay any valid claim made by BENEFICIARY under the provisions of paragraph 4 of the attached life care agreement.

(3) The TRUSTEE shall pay to or distribute the balance of said trust estate to such persons as designated in written power of appointment to TRUSTEE, or as are designated in any valid last will and testament of TRUSTOR, provided, however, that TRUSTOR agrees that in such will or power of appointment not less than one-third of the balance of \_\_\_\_ estate shall be paid over and distributed to the SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY as a non-profit charitable corporation for the purpose of carrying out their work with elderly persons.

(c) If during the lifetime of the TRUSTOR \_\_\_\_ shall for any reason cease to be a resident of The Heritage, then all duties of the TRUSTEE to make payment to the BENEFICIARY, other than those then due at the time of such termination of residence shall cease and this trust shall terminate. The remaining property on hand after such termination shall be distributed or returned to TRUSTOR in accordance with \_\_\_\_ direction.

#### ARTICLE V

##### POWERS OF THE TRUSTEE

The TRUSTEE shall have full power and authority, without obtaining of any bond;

(a) to hold and retain, without liability for such retention, any and all property coming into its possession hereunder, or acquired pursuant to the directions of any person having authority under the

terms hereof to direct investment or reinvestment by  
the TRUSTEE;

(b) to vote, and to give proxies to vote, any  
securities having voting rights;

(c) to pay any assessment levied upon stock  
and to exercise any right or option of subscription or  
otherwise which may at any time attach, belong, or be  
given to the holders of any stocks, bonds, securities,  
or other instruments in the nature thereof forming part  
of the trust estate, and to join in any plan of lease,  
mortgage, consolidation, reorganization, or foreclosure  
of any corporation, trust, or organization, or the property  
or assets thereof, including the deposit of bonds, securi-  
ties, and stock with any bondholders', stockholders', or  
protective committee in which the trust estate may hold  
stocks or bonds or other securities, and to take and hold  
any securities issued under such plan and to pay any  
assessments thereunder;

(d) to enforce any mortgage or deed of trust  
or pledge held hereunder and to purchase at any sale there-  
under any property subject thereto;

(e) to purchase securities or property from and  
to make loans and advancements, secured or unsecured,  
to the executor or other representative of either of the  
trustor's estates;

(f) to sell at public or private sale (for  
cash or on terms), improve, lease (without restriction or  
limitation as to term), borrow money, mortgage, convey in  
trust, pledge, hypothecate, lease or contract with reference

to oil, gas or other minerals or natural resources and mineral rights and mineral royalties which may be part of the trust estate, transfer, exchange, subdivide, partition, compromise, surrender, or otherwise deal with the whole or any part of the trust property upon such terms and conditions as said trustee in its sole discretion may deem advisable;

(g) to loan or advance its own funds to the trust for any purpose thereof, at the then current rate of interest, and any such loan or advance, together with interest, shall be a first lien against the trust estate and shall be repaid therefrom;

(h) to provide it with public liability, fire and other necessary insurance in customary forms as an expense of the trust;

(i) to invest and reinvest any of the trust property held hereunder in such amounts and in such property, real or personal, including retaining cash on hand, as trustee deems necessary and proper, without being restricted by any statutory limitations on investments by trustee not in effect at the date hereof.

this trust and shall ARTICLE VI allow compensation in

IRREVOCABILITY

This trust shall be irrevocable and may not be revoked by the TRUSTOR nor amended by \_\_\_ during its term.

ARTICLE VII

RESIGNATION

The TRUSTEE named herein shall have the

right to name a successor trustee to act in its stead in the event that it ceases to act for any reason, by an instrument in writing executed and delivered to the BENEFICIARY during its lifetime. In the event TRUSTEE fails to act for any reason and does not appoint a successor trustee then the BENEFICIARY hereunder shall have the right to appoint a California corporate trustee. Such successor trustee shall succeed to all the rights, duties and obligations and immunities of the original trustee hereunder.

#### ARTICLE VIII

##### ACCOUNTING BY TRUSTEE

The trustee shall render to the trustor during lifetime statements of account and receipts at least annually and furnish copy thereof to beneficiary. The trustee shall not be required to make any report to any court.

#### ARTICLE IX

##### COMPENSATION OF TRUSTEE

The trustee shall be reimbursed for all reasonable expenses incurred in the administration of this trust and shall also be allowed compensation in an amount equal to that normally allowed corporate trustees in the San Francisco area at the time that the compensation is due and payable.

#### ARTICLE X

##### SITUS

This trust has been accepted by the trustee and will be administered in the State of California and its validity and construction and all rights

thereunder shall be governed by that state. If any provisions of this trust agreement shall be invalid or unenforceable, the remaining provisions thereof shall continue to be fully effective.

DATED: this \_\_\_\_\_ day of \_\_\_\_\_, 1961

\_\_\_\_\_  
Trustor

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Beneficiary

and approved and which he wished to present to the Board for consideration at this time.

The President then laid before the Board a copy of a trust agreement which he had worked out with and had prepared by the attorney for the Society in which applicants on being approved for residence in the "Heritage" will place all of their assets in an irrevocable trust for the purpose of paying to the Society their charges for life care. Copies of this agreement were placed before the directors present and a discussion was held concerning the merits of the plan.

Upon motion duly made, seconded and carried, it was resolved that the Society be willing to enter into an agreement, the general form of which is outlined in the "trust agreement" made a part of this resolution and attached hereto, when in the opinion of the responsible officers of the Board, appropriate applicants present themselves for admission, it being understood that in certain individual cases, some slight modification may be necessary, and further that the five applicants considered by the Executive Committee and recommended by that Committee, be approved for admission under the "Trust agreement" plan.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.



Paul A. Miller  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, September 14, 1961, at 4 p.m. o'clock.

The President of the Society, Mr. Barrett G. Hindes presided at the meeting.

DIRECTORS      Barrett G. Hindes      Frank F. Walker      David L. White  
PRESENT      Charles J. Bradley      Ferard Leicester

DIRECTORS      Bradley B. Brown      Joseph A. Moore Jr.      Fentress Hill, ll.  
ABSENT      Chalmers G. Graham      Paul A. Miller      Paul C. Newell

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on June 8, 1961, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President then stated that the next order of business at these meetings is to receive and consider the quarterly report of the Investment Committee. However, in accordance with resolution passed at the last meeting of this Board, the Investment Committee was charged with the responsibility of placing before this Board, their recommendations for a definite investment policy. The President thereupon requested Mr. Walker, chairman of that Committee to inform the Board of their deliberations.

Mr. Walker referred to a letter which he had written to Mr. Hindes, dated September 11, 1961, reporting on the activities of the Investment Committee, which letter is now made a part of these minutes. He then commented on the various clauses in this letter and as a result of the succeeding discussion, the following recommendations were agreed upon, as the wishes of the meeting.

Par. 2 United States Treasury Bonds 4%	- due 5-15-62	\$100,000.
" " "	" 2 1/4%	25,000.
" " "	" 4%	15,000.
to be sold -----		\$140,000.

To be replaced in the portfolio by highgrade corporate bonds of the same approximate face value, such bonds to be chosen by the Investment Committee.

Par. 4. Pacific Gas & Electric Company, 6%. Cum. 1st. preferred stock. The holding to be increased from 120 shares to 500 shares, by the purchase of additional 380 shares at the market. The funds to cover this purchase are to come out of surplus money now in savings accounts.

Par. 5. It was understood that funds in savings accounts were drawing daily interest there until decisions are made as to their permanent use. Funds in Saving and Loan Association amounting to \$4,500.00 to be decided later by the Committee.

The President then thanked Mr. Walker and the members of his Committee for their recommendations and the careful study made of an investment policy for the Society.

In line with consideration of the investments of the Society, the President stated that he had requested Mr. White to write him concerning the present value of the property owned by the Society in Reno, Nevada, leased to Lerner Shops of Nevada Inc. He read a letter from Mr. White, dated September 1, 1961, which is made a part of these minutes. After some discussion of the subject and upon the recommendation of Mr. White, it was the opinion of the meeting that the Society should continue to hold this sound investment. It was however, agreed that commencing January 1, 1961, the rate of depreciation to be taken annually on the buildings on this property be two and one half, (2 1/2%) per cent, instead of under the present method.

Mr. White advised the meeting that the two flats on Francisco Street, San Francisco, had each been leased again, for a period of two years.

The President placed before the meeting a further periodic "Budget for Replacement Items," 1961, received from the Board of Managers amounting to \$4,507.00 After discussion of the items included therein, this budget was approved and it was agreed that funds be made available to cover same when required.

The President then referred to the decease in the last few weeks of two of the members of this Board - Mr. Bruce Cornwall and Mr. George Stimmel. After paying tribute to the service given by these members to this Board and the Society, the following resolutions were passed unanimously -

The Board of Directors of L. P. & R. Society wishes to record their sorrow for the passing of our revered member, Bruce Cornwall, who died September 6, 1961.

Bruce unstintingly served the Society from 1924 until now with sincerity, loyalty and kindness. His farsightedness and keen judgment of men and business were important factors in the success and the broadening of service, through the Crocker merger, of the Society.

We will miss his good counsel and understanding in the days ahead, but we are thankful for his helpful years with us.

The Board of Directors of the Ladies' Protection and Relief Society wish to record their deep sorrow at the death on August 5, 1961, of George Stimmel.

During his thirty-three years of service on the Board Mr. Stimmel was esteemed for his sincerity and devotion, and his wise counsel and business experience were of inestimable value to the Officers and Directors of the Society.

The President then stated that he had received a letter from Mr. Bradley B. Brown stating his desire to resign as a member of this Board. Mr. Hindes stated that in view of this letter, he had no option but to place Mr. Brown's resignation before the Board for action, which was accepted with many regrets by the Board.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.



H. S. Anderson ^

Assistant Secretary

# DEAN WITTER & CO.

45 MONTGOMERY STREET - SAN FRANCISCO 6, CALIF. - EXBROOK 2-7211

SAN FRANCISCO  
LOS ANGELES  
NEW YORK  
CHICAGO

MEMBERS: NEW YORK STOCK EXCHANGE - PACIFIC COAST STOCK EXCHANGE - MIDWEST STOCK EXCHANGE - AND PRINCIPAL COMMODITY EXCHANGES

September 11, 1961

Mr. Barrett G. Hindes, President  
San Francisco Ladies' Protection & Relief Society  
3400 Laguna Street  
San Francisco 23, California

Dear Mr. Hindes:

I wish to advise that the available members of the Investment Committee held a meeting on Friday, September 8th at 2:30. In attendance were Messrs. Fen-tress Hill, Paul Miller and the undersigned.

Prior to the meeting, each member of the Committee was supplied with a copy of the Investment Fund dated August 8th, by Mr. Anderson.

The status of the Investment Fund was discussed by the Committee, with the following general conclusions:

- (1) The Fund appears to be very soundly invested; and appropriately diversified.
- (2) The holdings of United States Treasury Bonds, totalling \$300,000 par value, and representing 14.4% of the securities portfolio, appears to be somewhat excessive for the purposes of the Society. It is suggested, therefore, that the Treasury Bonds be reduced by approximately 50% and the funds derived therefrom, invested in highgrade corporate bonds. This should result in an increase in the income from the combined bond portfolio.
- (3) It was noted that as of August 8th, the securities portfolio was divided roughly 32.9% bonds, 66.9% common stock and .2% preferred stock. It was felt that under existing market conditions this was an appropriate division of investments.
- (4) It was noted that the Society holds a very small amount of preferred stock, viz.: 120 shares of Pacific Gas & Electric Company 6% Cumulative First Preferred (\$25 par value), with a market value of approximately \$3,720. It was believed that this small investment should be eliminated, or additional funds, when available, invested in this security, in order to round out the amount.
- (5) It was noted that the Society had, as of July 27th, approximately \$53,400 deposited in various savings accounts or savings and loan associations. It was suggested that this matter be given consideration.

Mr. Barrett G. Hindes  
San Francisco, California

2.

September 11, 1961

by the Board in order to arrive at a decision as to whether this is the most profitable form of investment for the funds of the Society. There was some feeling on the part of the Committee that the funds might be more profitably invested in marketable securities.

- (6) The Committee suggests that you might desire to ask some member of the Board, more conversant with real estate values, to express an opinion with regard to the various parcels held.

Very truly yours,



Frank F. Walker  
Chairman Investment Committee

FFW:db

cc: Board of Directors

GILBERT COLDWELL  
P. A. BARRETT  
E. W. ARNOLD  
MORRIS KEGURIN  
THOMAS K. FROSTER  
JAMES G. BRETT  
LOUIS J. FAU, JR.  
ED. M. HOLT  
CHARLES KOTY  
V. EVANS  
W. H. MADAM  
DAN L. DUGGAN



COLDWELL, BANKER & COMPANY

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9/6/61

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SAN DIEGO  
PHOENIX, ARIZONA

1377 LOCUST STREET

PHONE YELLOWSTONE 4-1650

WALNUT CREEK

September 1, 1961

Mr. Barrett G. Hindes, President  
San Francisco Ladies' Protection and  
Relief Society  
140 Montgomery Street  
San Francisco, California

Re: 151-155 North Virginia Street, Reno, Nevada

Dear Mr. Hindes:

You recently requested our opinion of the present market value of your property at the above-captioned address which is leased to Lerner Shops of Nevada, Inc., for a term to expire April 30, 1999 with a net annual rental of \$22,000.00.

Your property has strong investment appeal because of the long term lease but its market value has been adversely affected by the increase in interest rates which has developed since you acquired it. We believe that it could be sold on the basis of a seven (7%) per cent return or \$315,000.00. There is a possibility that an investor might reach, because of the strong lease, to a 6 3/4% yield which would be \$325,000.00.

A reasonable allocation of the \$315,000.00 estimated fair market value between land and building would be as follows:

Land \$200,000.00

Building \$115,000.00

Very truly yours,

COLDWELL, BANKER & COMPANY

David L. White  
Co-Manager  
East Bay Organization

DLW:rp

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, December 7, 1961, at 4 p.m. o'clock.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

DIRECTORS <u>PRESENT</u>	Barrett G. Hindes	Charles J. Bradley
	Ferard Leicester	David L. White
		Paul A. Miller

DIRECTORS <u>ABSENT</u>	Frank F. Walker	Fentress Hill, II
	Joseph A. Moore Jr.	Chalmers Graham

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on September 14, 1961, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President stated that the next order of business at these meetings is to receive and consider the quarterly report of the Investment Committee, but regretted that the Chairman of that Committee, Mr. Frank Walker could not be present. He then quoted from a letter received from Mr. Walker, dated December 6, 1961 -

"You will recall that at the last meeting it was felt unwise to consider any further longterm investment until the question of the new clinic had been resolved. I now understand that the new clinic will not require additional funds until some time late in 1962. Under the circumstances, it is recommended that \$40,000 of the savings accounts be withdrawn and the funds deposited in equal amounts in four savings and loan associations. This will increase the income of the Society from 3% to 4½%. No other recommendations are made at this time."

This recommendation was agreed upon by the meeting, the particular associations in which deposits will be made, to be selected by the President.

The President then stated that the names of Mr. William Pflueger and Mr. Harold G. King had been placed in nomination to become members of this Board of Directors. Upon motion,

motion was seconded and carried, Mr. Pflueger and Mr. King were unanimously elected members of this Board, effective as of this date.

The President thereupon appointed Mr. Pflueger and Mr. King, members of the Investment Committee of this Board.

The President referred to the desirability of building a separate infirmary on the property at 3400 Laguna Street, and mentioned that he was conferring with the administrator of St. Luke's Hospital in San Francisco to secure expert advice on the subject and to assist in selecting a suitable architect for the project.

The President also referred to the possibility of receiving in the near future several bequests left to the Society and that he was in touch with attorneys and others who were in process of closing the estates in question.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

  
Paul A. Miller

Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A Special Meeting of the Executive Committee of the San Francisco Ladies' Protection and Relief Society was held at 3:00 p.m. January 31, 1962, at the call of the President, to consider the operating budget of THE HERITAGE for the coming year. Present were Directors Hindes, Moore and Bradley; and Mrs. Nigh, Mrs. Gunther and Miss Bridge of the Board of Managers.

Miss Bridge acted as spokesman for the Ladies Board, and presented a budget of \$23,270/mo. together with the various supporting documents, for the consideration of the Directors. Various items were discussed, and it was felt that there were some budget items that were somewhat out of order.

The Directors brought the attention of the ladies to the fact that the payrolls had suddenly gone way out of line toward the end of 1961; and, further, that too many vacancies among the roll of residents over too great periods, existed. It was requested that steps be taken to correct these matters.

The meeting was recessed until 3:30 p.m. March 8, so that the Directors might give further consideration of the budget items, and thereupon make their recommendations.

The Executive Committee reconvened at 3:30 p.m. on March 8, with Directors Hindes, Moore and Bradley present; and further review was made of the budget requested by the Board of Managers, and it was considered that the following items should be revised:

Meat	\$1500 to \$1400 per month
Provisions	2700 to 2600 " "
Laundry	350 to 180 " "
Equipment upkeep	550 to 450 " "
Plant upkeep	750 to 650 " "
Outside Medical	300 to 100 " "

With these revisions, the Executive Committee recommends to the Board of Directors that a monthly budget of \$22,500 be approved.

B. G. Hindes  
President

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Miss Bridge acted as spokesman for the Ladies Board, and presented a budget of \$23,270/mo. together with the various supporting documents, for the consideration of the Directors. Various items were discussed, and it was felt that there were some budget items that were somewhat out of order.

The Directors brought the attention of the ladies to the fact that the payrolls had suddenly gone way out of line toward the end of 1961; and, further, that too many vacancies among the roll of residents over too great periods, existed. It was requested that steps be taken to correct these matters.

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The Executive Committee reconvened at 3:30 p.m. on March 8, with Directors Hindes, Moore and Bradley present; and further review was made of the budget requested by the Board of Managers, and it was considered that the following items should be revised:

Walt \$1500 to 1400/mo	— Equipment upkeep \$550 to 950/mo
Rising 2700 to 2600/mo	— Plant upkeep \$750 to 650/mo
Laundry 350 to 180/mo	— Outside medical \$300 to 100/mo

With these revisions, the Executive Committee recommends to the Board of Directors that a monthly budget of \$22,500 be approved.

*B. M. Hindes*

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Wednesday, February 21, 1962, at 4 o'clock p.m.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

DIRECTORS <u>PRESENT</u>	Barrett G. Hindes Charles J. Bradley	Joseph A. Moore Jr. Chalmers G. Graham Fentress Hill, 11.
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DIRECTORS <u>ABSENT</u>	Paul A. Miller William Pflueger Ferard Leicester	David L. White Frank F. Walker Harold G. King
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A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that this meeting had been called specifically to consider and decide on plans for the building of a new infirmary on the property adjoining "The Heritage" at 3400 Laguna Street, San Francisco.

He further stated that the Executive Committee of this Board had authorized the firm of Gardner Dailey and Associates to prepare and present to the Board, preliminary plans for such a building, and that he had requested Mr. Dailey and his associate Mr. Thornton to be present at this meeting to outline their plans, as the result of the studies they have made.

Mr. Thornton then displayed and discussed in some detail two sets of drawings, to be known as Plan "A" and Plan "B", showing two different methods of providing the accommodations considered to be necessary.

After considerable discussion between the members of the Board and the architects, the President stated that the Board would now make its decision on the plans presented. Mr. Dailey and Mr. Thornton then withdrew from the meeting.

Upon motion duly made, seconded and carried unanimously,  
it was -

RESOLVED: That this Society employ the services of Gardner A. Dailey and Associates of San Francisco, as architects and engineers to prepare plans and specifications and supervise the construction of a building for an infirmary on the property at 3400 Laguna Street, San Francisco,

That Plan "B" be outlined to this meeting at an estimated cost of \$100,000. be adopted, with the

modification that the foundations be strengthened, to allow construction of a second floor at a later date, if this additional cost did not exceed \$5,000.00,

That the fee to be paid said architects will be eight per cent of the total cost of construction and that the cost of the preparation of preliminary plans, which was stated to be \$1,500.00, will be included in the overall fee.

And That the architects proceed immediately to have the plans passed by the San Francisco Planning Commission and any other regulatory body having jurisdiction over such buildings.

The President then stated that the name of Mr. Cecil O. West had been placed in nomination to become a member of this Board of Directors.

Upon motion duly made, seconded and carried unanimously Mr. West was elected a member of this Board, effective as of the date.

The President further stated that he was appointing Mr. Paul A. Miller to be Vice-Chairman of the Investment Committee, which will facilitate the work of that committee during the absence from the city of Mr. Frank F. Walker.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.



H. S. Anderson

Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Thursday, March 8, 1962, at 4 o'clock p.m.

The President of the Society, Mr. Barrett G. Hindes, presided at the meeting.

<u>DIRECTORS</u>	Barrett G. Hindes	Harold G. King
<u>PRESENT</u>	Joseph A. Moore, Jr.	David L. White
	Cecil O. West	Chalmers G. Graham
	Charles J. Bradley	William Pflueger
<u>DIRECTORS</u>	Frank F. Walker	Paul A. Miller
<u>ABSENT</u>	Ferard Leicester	Fentress Hill, II

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President then welcomed the three new members of this Board, and invited them to participate in the endeavors of this Board and the Society. - Mr. Harold G. King, Mr. William Pflueger and Mr. Cecil O. West.

The President stated that each of the directors had received a copy of the minutes of the directors' meetings held on December 7, 1961 and on February 21, 1962, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President then requested the Assistant Secretary to read the minutes of a special meeting of the Executive Committee of this Board, held on January 31, 1962 and recessed until March 8, 1962, which being done, the President stated that the matter of the budget for the "Heritage" would be brought up later in this meeting.

The next order of business at these meetings would normally be the quarterly report of the Investment Committee, but as a meeting of that Committee had not been possible, owing to several absences from the City, no report was available, and a general discussion of the portfolio of the Society was held. It was agreed by those members present that a meeting of this Committee should be held at an early date.

The President then referred to the proposed budget for the operation of "The Heritage" for the year 1962 as presented to the Executive Committee and as revised by that Committee. He stated that he wished to place before this meeting the recommendation of the Executive Committee that this budget be placed at \$22,500.00 per month. He then went into considerable

detail concerning the various items in this budget and discussed them with the members present. It was then resolved that the recommendations of the Executive Committee be approved and the budget as stated be accepted.

The President referred to the building of a new wing to house the Infirmary as approved at the last meeting of this Board, and stated that the application to the Planning Commission of the City of San Francisco would be presented on March 9, 1962, the day following this meeting.

The combining of several small gift funds, to simplify the bookkeeping procedures, the funds to be administered entirely by the Board of Managers, was approved.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.



H. S. ANDERSON

Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Investment Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Mr. Paul A. Miller, Vice Chairman of the Committee, 600 California Street, San Francisco, on Thursday, March 29, 1962, at 3 o'clock p.m.

Committee members present were Mr. Miller, Mr. Pflueger and Mr. King. Absent were Mr. Hill and Mr. Walker.

The Vice Chairman stated that he had received a letter from the President of the Board of Directors, which referred to the resolution passed at the meeting of the Board on June 8, 1961, regarding the desirability of having a definite investment policy adopted by the Board.

The Vice Chairman also referred to the letter written by Mr. Walker, dated September 11, 1961, following a meeting of this Committee, outlining some of the recommendations for a desirable policy.

A discussion was then held and the opinion was reaffirmed that the portfolio should contain approximately one third of fixed income securities and two thirds in equities.

It was also felt that the amount of United States Treasury Bonds held at this time was excessive and that as the following mature, the funds therefrom should be invested in high grade corporate bonds -

United States Treasury	4	% due 5-15-62	\$ 100,000
" " "	2 1/4	" 6-15-62	25,000
" " "	4	% " 5-15-63	15,000

The actual corporate bonds to be bought should be left to the Investment Committee to determine at the time the funds are available.

It was further recommended that any available cash for investment, including funds in Savings Accounts and Savings and Loan Associations, which at this time approximates \$80,000.00 should be invested in similar corporate bonds. This procedure will not encroach upon the need for funds to finance the building of the Infirmary addition.

While the holding of preferred stock in the portfolio was not considered particularly desirable, it was not recommended that the holding be disposed of at this time. It was also noted that the fund had received 180 shares of Pacific Gas & Electric Company, 1st. preferred stock as gifts from two estates recently.

The fund has also received by gift the following -

Pacific Telephone & Telegraph Co., common	- 55 shares
Lucky Stores Inc., common	- 10 "
North American Investment, 6%, cum. pfd.	- 7 "

which the committee recommended be sold at the market, when  
the certificates are received.

As no other recommendations were contemplated, the meeting  
adjourned.



H. S. Anderson 1

Assistant Secretary

ANNUAL MEETING

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on May 3, 1962, at 2 o'clock p.m.

The meeting was called to order and presided over by the President of the Society, Mr. Barrett G. Hindes, the assistant secretary acting in the absence of the Secretary, Mr. Paul A. Miller.

The President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members (a majority), being present, as required by the by-laws, the meeting was in order and competent to act.

The President stated that the reading of the minutes of the last annual meeting held on May 4, 1961 was now in order, but on motion duly passed, it was resolved that the reading of these minutes be dispensed with and that they be accepted as written in the minute book.

The President then read his report covering the activities of the Society during the year 1961, and in accordance with the wishes of the members, this report is made a part of these minutes and to be spread on the Minute Book.

President's report. (attached)

The President then requested the Assistant Treasurer to inform the meeting of the more important facts from the auditor's report for the year 1961.

Excerpts from Annual Statement - 1961

Cost of operating "The Heritage"	\$ 318,681.44
This cost is covered by	
Income from Residents	\$169,558.29
Part of Income from Capital Investments	<u>149,123.15</u>
	<u>318,681.44</u>
The total income from Capital Investments	\$ 157,836.94
deduct income to cover Home costs	<u>149,123.15</u>
	<u>8,713.79</u>
Administration expenses	\$ <u>10,211.00</u>
	\$ 1,497.21
Loss for year	

End of the Year - Assets

Cash	\$ 101,346.04
Stocks at market value	\$ 1,470,690.00
Bonds " " "	<u>678,750.00</u>
Real Estate, less depreciation	<u>967,498.03</u>
	\$ 3,218,284.07
Invested in Plant, equipment etc.	
less depreciation	<u>1,059,525.04</u>
TOTAL FUND	\$ 4,277,809.11

The President requested the president of the Board of Managers, Mrs. Nigh, to read her report, which being done, this report is also made a part of these minutes,

President of Board of Managers report. (attached)

The Secretary of the Board of Managers submitted a report of the activities of that group since the last meeting of the members on May 4, 1961;

Since the Annual Meeting of the Board of Managers of the Heritage with the Board of Directors held May 4, 1961, the Board of Managers has had eleven Regular Meetings, one each month with the exception of July.

The present Board of Managers numbers 23.

The residents at the Heritage number 100.

Upon motion duly made, seconded and carried, the reports of the various officers as read are accepted and ordered spread upon these minutes.

Upon motion being made and seconded it was -

RESOLVED: That the minutes of the meetings of the Board of Directors of this corporation during the past calendar year, be and they hereby are in all respects approved; and that the resolutions therein set forth be and they hereby are severally adopted, approved, ratified and confirmed; and that all actions of every kind taken by any officer or officers of the corporation, pursuant to any such resolution, action or authorization, be and it is authorized, adopted, approved, ratified and confirmed.

The President announced that nominations to the Board of Directors was in order. The following persons were nominated to serve on the Board of Directors for the ensuing year -

Charles J. Bradley	Paul A. Miller
Chalmers G. Graham	Joseph A. Moore Jr.
Fentress Hill, ll	William Pflueger
Barrett G. Hindes	Frank F. Walker
Harold G. King	Cecil O. West
Ferard Leicester	David L. White

As the number of nominations is within the prescribed number set forth in the By-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twelve persons nominated by the above motion had been properly elected directors of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that nominations to the Board of Managers was now in order, whereupon on motion duly made and seconded, the following 25 persons were nominated to serve on the Board of Managers for the ensuing year. -

Mrs. William H. Nigh, Jr.	Mrs. Ernest L. Gunther
Mrs. James Skene	Mrs. William E. Hilbert
Mrs. Charles Noble	Mrs. Robert C. Kirkwood
Mrs. Philippine Rettenmayer	Mrs. Edwin V. Krick
Miss Helen Bridge	Mrs. Jack Logan
Mrs. Francis Lloyd	Mrs. Ralph Lyon
Mrs. Philip Landis	Mrs. Melanie Matignon
Mrs. John T. Stephenson	Mrs. Lawrence V. Metcalf
Mrs. E. E. Blackie	Mrs. Warren C. Perry
Mrs. W. E. Bowes	Mrs. Charles B. Porter
Mrs. Edwin L. Bruck	Mrs. Charles E. Smith
Mrs. Donald Craig	Mrs. Scott Knight Smith
Mrs. A. C. Griffith	

As the number of nominations is within the prescribed number set forth in the By-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of candidates in nomination.

The ballot having been cast, the President declared that the 25 persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

The President commented again on the benefits to be derived from the completion of the new infirmary addition to the "Home" plant, and referred those present to the architect's drawing showing how this building will fit into the scheme of the other buildings on the property. He referred also to the need for the rehabilitation of the space now occupied by the infirmary in the original building, to make it suitable for residence space.

In closing, he welcomed the new President, Mr. Charles J. Bradley and assured him of the cooperation of the members of the board.

There being no further business presented, the meeting upon motion duly made, seconded and carried was declared adjourned.



H. S. Anderson  
Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

ANNUAL MEETING  
May 3, 1962

PRESIDENT'S REPORT

This will be the eighth year that I have sat at the head of this table to conduct the Annual Meeting as President of our Society. Not being a Democrat, I have the feeling that a President should only stay in a reasonable length of time, and I have therefore decided to step into the background and let our very capable Directors carry the ball from here. Over the past several years each one has contributed a great deal of time, energy and constructive thought in the operation of the Society and THE HERITAGE.

At this time let me try to tell you what this job has meant to me. It has been with great pride that I have basked in the trust of this group, and have been inspired to give a great deal of my attention and interest in the affairs of the Society. To be honest, I think that the association and the work have brought me as much real pleasure as any of my life's activities.

Mr. Charles Bradley has graciously signified his willingness to take the load from my shoulders, and the Directors at their meeting following this will expect to elect him as ~~their~~<sup>our</sup> President for the coming year. I am sure you will all give him your continued loyal and active support.

In looking back over the several years past, many changes have taken place - among the group of individuals in the Society, in the scope of their operations, in the increase of the facilities, and in the broadening of their objectives. I have felt very fortunate that the members of both the Directors' and the Managers' boards have had the wisdom and foresight to make some of the radical

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During the past year, Mrs. Robert Reinecke, Chair, reports that many avenues have been explored while searching for candidates for the Ferguson Fund. Several more possibilities are known at this time. We are grateful to Mr. and Mrs. A. Barlow Ferguson and we look forward to welcoming the recipients of the Ferguson Fund to The Heritage Family.

Mrs. Peter Richards, Chair of The Health Center Committee, reports that our Director of Nursing Services, Miss Roberta Helms has been appointed Associate Clinical Professor to the U.C. School of Gerontology. In addition, Miss Helms is serving again as preceptor to two graduate students from U.C. The committee is working with Miss Helms and Dr. Henderson on the possibility of a durable power of attorney for Residents.

Special Events Chairman, Patricia Scott, and Mrs. Phillips Stackhouse provided elegant Christmas Parties for all. The music, the beautiful tree, and the carols made a very festive holiday. The quarterly coffee and dessert hour for the Residents and Board members was enjoyed by everyone and gave us an opportunity to meet the new residents.

The Food Committee, chaired by Mrs. Richard DeMott, met with the Residents' representatives and Food Service Director monthly to assess the menus and residents' preferences.

The October 17 '89 earthquake altered the priority list of the Long Range Planning Committee. Co-chairs, Mrs. Frank Abbott and Mrs. Piero Mustacchi, report that they do, however, keep in mind cost of repairs and how they affect long range projects for The Heritage. The installation of a self-leveling device in the Morgan Building became necessary as a matter of safety. This is being installed at present at a cost of \$44,922.00 by Otis Elevator. The Morgan chimneys are to be restored and at the same time the fireplaces are to be made safe to use in the library, drawing room and dining room. This project will retain the original beauty of the Julia Morgan design.

I wish to thank Mrs. James Hall for so abley chairing the Nominating Committee and Mrs. Richard DeMott for her expertise and chairing of the Orientation Committee.

I wish also to express my gratitude and appreciation to the officers of the Board of Managers, Committee Chairmen, and members, The Advisory Council, and the Board of Trustees for their help and support. It is their commitment, dedication, and devotion that is the strength of this Society.

In closing, I would like to remember Mrs. Robert S. Sherman, Jr., a past President and a Board Member of 20 years. She also was the 4th generation of her family to be a member. Her project, the garden, with hand rails on some of the walks and new wheelchair ramps, serves as a tribute to her devotion. She will be missed.

Respectfully submitted,

*Betty C. Leonards*

Mrs. Richard Leonards  
President  
Board of Managers

PRESIDENT'S REPORT

We feel fortunate that we are not hidebound by laws under which charity can only be considered from a Financial-Assistance angle. We feel that charity has a multiplicity of faces, and that in looking at our flock and prospective members thereof, we can see the various problems and various needs, and can weigh them in the selection of all of our residents.

I believe it will be of interest to comment on the new basis for considering certain applicants for admission. In the past the Admissions Committee has often turned away applicants who had reasonable funds with which to maintain themselves elsewhere, without taking into account some of the other needs of these people such as companionship and a feeling of security, which cannot be bought with any amount of money. During the year our Attorney, Mr. Jenkins, drew up a Trust Form under which some of these applicants have been considered, whereby the trust guarantees to the Home the cost of maintaining the person, and provides, upon their passing, that one-third of any of the funds which may be left in the Trust would be given to the Society, to further their charitable needs; and the balance would be disposed of by the Trustor through will or otherwise, as she might desire. Eight of these Trusts have been established during the year, with the principal amounts at initiation being ~~approximately~~ <sup>almost</sup> one-half million dollars.

This year brings us the rounding-out of our facilities at THE HERITAGE that we have looked forward to for many years - that is, the addition of a real Infirmary to our complex, where we can efficiently take care of those whose illnesses have, either temporarily or permanently, restricted their health and activities. The decision to proceed was made early this year, the drawings and design are progressing well, and it is expected that before the end of the summer the ground will be broken along the Francisco Street side for this ~~one-story~~ <sup>two-story</sup> ~~modern~~ <sup>modern</sup> ~~structure~~ <sup>structure</sup>.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

ANNUAL MEETING

May 4, 1989

The 135th Annual Meeting of the San Francisco Ladies' Protection and Relief Society was called to order at 3400 Laguna Street, San Francisco on May 4, 1989. The following members were present: Trustees: Messrs. Edwards, Howard, Morshead, Noble, Otto, and White; Managers, Mesdames Applegarth, Avenali, DeMott, Eliot, Hall; Hall, Jr.; Hiller, Leonards, Moller, Mustacchi, Reinecke, Richards, Sherman, Stackhouse and Stark. Managers also serving as Trustees are Mesdames Avenali, Leonards and Mustacchi. The following guests were present: Ms. Marla Long, Acting Administrator, Stephanie Oakes, Controller, Advisory Council members Mesdames Finley, Gallatin, Lampen and McDaniel; and Mrs. deMilt Hill, Board of Managers' nominee.

A quorum being present, the meeting was called to order by Chairman Henry W. Howard at 2:00 p.m.

Mr. Howard began the meeting by stating he was delighted Ed Benedict was coming along well after his surgery yesterday, and expressed his appreciation to Marla Long and all the wonderful staff for a very fine year at The Heritage.

It was moved, seconded and carried (Mr. Otto, Mrs. Morshead) that the minutes of May 5, 1988 be accepted as mailed.

Mr. Morshead presented the report of the Chief Financial Officer in the absence of Mr. John Perkins. He reviewed the Peat, Marwick Audit dated March 24, 1989. The balance sheet reflects that the Society is in a strong financial position. He stressed the importance of examining our current sound situation in light of our future prospects in order to forecast our financial position some distance into the future. The recommendation was made that we continue to control costs, maintain and repair our buildings promptly and keep up with our peers in raising entry fees and monthly care fees, all of which the Board of Managers are doing. In closing, Mr. Morshead noted that the Society has, for many years, benefited from the efforts of our Trustee and portfolio manager, Mr. George Otto, whose security selections have resulted in a very successful and trouble free portfolio.

Mr. Otto, Chairman, presented the report of the Investment Committee. He stated an easy way to express the progress of the Society's financial affairs was our spending over a million dollars to improve our infirmary, with no liquidity problems since our short term government bonds matured timely. He declared his initial reservations about this undertaking were entirely overcome by what a fine improvement resulted. The Society is blessed with a very good list of common stocks. While we are not adding to them, we now re-invest in short term U.S. Government bonds whose return is approximately 9%. We have a handsome income from our bond portfolio with equal amounts falling due each year, so we have the benefit of a revolving fund. The net result is a very strong financial position. Another great virtue is that we have no debt. He summed up by saying he believes our resources are adequate for a reasonable financial future, and that ours is a self supporting investment system requiring a minimum of transactions throughout the year.

MT'S REPORT

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which have come to the Society, which in 1961 amounted to  
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the new Infirmary will make a saving in that department,  
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regret that Mr. Miller, our Treasurer, was unable to be with  
y to give you his report, but he has asked Mr. Anderson to  
ze some of the other pertinent facts of the financial situation  
Home to you. He will do this shortly.

n closing, let me thank each member of the Board of Directors,  
the Board of Managers, for their loyal and cooperative support  
these last eight years, and particularly during this past year.  
you in the secure feeling that you will lend that same wonder-  
nit to your support of Charlie Bradley, who relieves me. Let  
thank Mrs. Pogson and her loyal staff for their contributions  
welfare of the Society.

*B. G. Hindes*  
B. G. Hindes, President

Mr. Howard then reported on the owners of the Cathedral Hill Hotel's offers to buy the land they lease from us. Their original offer was \$8,300,000. cash. A few months later they re-newed their offer for \$9,300,000. The Trustees rejected these offers. It was agreed to sell would represent a shift in our holding from real property to cash which could cause a potential problem for our status under Internal Revenue codes. In addition, it simply does not make sense for us to sell. We have no serious need for cash thanks to the skill of Mr. Otto, and our management position would be much more complex for legal reasons and risks. The offers made are considerably below the real value of the property and even though our current rate of return is low, due to the terms of the lease, it has a higher appreciation value than projected inflation rates. We have not heard from Sammons Enterprises since that time, regarding their offers, although Mr. White, at his request, recently received a letter from Mr. Korba, President of Sammons Enterprises, reporting that all litigation resulting from the Cathedral Hill Hotel fire in December 1983 has been settled.

Mr. Howard concluded that he wanted to express his admiration for all the Trustees and Managers as well as the staff for a remarkable, refreshing experience this past year.

Mrs. Leonards, President, presented the annual report of the Board of Managers.  
See attached report.

Mr. Edward Benedict's annual report of the Administrator is attached. In his absence, Ms. Marla Long, Acting Administrator, made a brief report noting that we had our annual surprise visit from the State Inspector last Tuesday and the visit went very well, and credited the staff, Managers and Trustees for our beautiful facility.

Mr. Howard called for other business. There being none, Mr. Otto, Chairman of the Nominating Committee, presented the slate of nominations to the Board of Trustees for the year 1989-90 as follows:

James Bennington	Charles E. Noble
Andrew W. Edwards	John S. Perkins
Henry W. Howard	Bruce J. Sams
Lemuel H. Matthews	Bruce L. Scollin
Stuart W. Morshead	David L. White
George J. Otto	

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Otto, Mr. White) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. James Hall, Jr., Chairman of the Nominating Committee of the Board of Managers, presented the recommendation that Miss Laura Cooper be appointed a member of the Advisory Council. It was moved, seconded and carried (Mrs. Hall, Mr. White) that this appointment be made.

Mrs. Hall, Jr. presented the slate of nominations for the Board of Managers for the year 1989-90 as follows:

Mrs. Frank Abbott, III	Mrs. James Lowe Hall, Jr.	Mrs. David J. Pinkham
Mrs. J. Jerrold Applegarth	Mrs. Frank deMilt Hill	Mrs. Robert Reinecke
Mrs. Peter Avenali	Mrs. Robert Hiller	Mrs. Peter Richards
Mrs. Richard J. Bates	Mrs. Allan D. LeFevre	Patricia K. Scott
Mrs. Richard DeMott	Mrs. Richard Leonards	Mrs. Robert Sherman, Jr.
Mrs. George Dodge	Mrs. Carl Livingston, Jr.	Mrs. Phillips Stackhouse
Mrs. Theodore Eliot	Mrs. Frederick Moller, Jr.	Mrs. Charles B. Stark
Mrs. Charles Hall	Mrs. Piero Mustacchi	Mrs. Dexter Tight
		Mrs. Robert von der Lieth

PRESIDENT'S REPORT

We feel fortunate that we are not hidebound by laws under which charity can only be considered from a Financial-Assistance angle. We feel that charity has a multiplicity of faces, and that in looking at our flock and prospective members thereof, we can see the various problems and various needs, and can weigh them in the selection of all of our residents.

I believe it will be of interest to comment on the new basis for considering certain applicants for admission. In the past the Admissions Committee has often turned away applicants who had reasonable funds with which to maintain themselves elsewhere, without taking into account some of the other needs of these people such as companionship and a feeling of security, which cannot be bought with any amount of money. During the year our Attorney, Mr. Jenkins, drew up a Trust Form under which some of these applicants have been considered, whereby the trust guarantees to the Home the cost of maintaining the person, and provides, upon their passing, that one-third of any of the funds which may be left in the Trust would be given to the Society, to further their charitable needs; and the balance would be disposed of by the Trustor through will or otherwise, as she might desire. Eight of these Trusts have been established during the year, with the principal amounts at initiation being <sup>almost</sup> approximately one-half million dollars.

This year brings us the rounding-out of our facilities at THE HERITAGE that we have looked forward to for many years - that is, the addition of a real Infirmary to our complex, where we can efficiently take care of those whose illnesses have, either temporarily or permanently, restricted their health and activities. The decision to proceed was made early this year, the drawings and design are progressing well, and it is expected that before the end of the summer the ground will be broken along the Francisco Street side for this

PRESIDENT'S REPORT

We have been most fortunate in receipts from gifts and bequests which have come to the Society, which in 1961 amounted to approximately \$50,000 and which to date in 1962 are nearly \$250,000. Most organizations of similar character to ours have to resort to drives for funds, and I feel sure that it is the appreciation of our services by those who know of it, that engenders the support which I have just mentioned.

I am anxious to commend the Board of Managers for their operation of the Home during the past year, and particularly for their realization of the necessity of operating on a budget basis which they have so carefully adhered to, ~~particularly during the~~. This year they are doing an equally wonderful job, which makes it possible for the Directors to properly care for the Society's assets, knowing of the careful control of expenditures.

As you all know, the cost of living seems to be going up and up, and where it will end I do not know. In spite of some new economies, the total cost of operating the Home during 1961 amounted to \$270 per month for the average number of residents. This is an appreciable increase over the \$241.50 in 1960, and the \$215.00 in 1959, and the \$207.60 in 1958. We are in hopes that the establishment of the new Infirmary will make a saving in that department, which is one of our major expenses.

I regret that Mr. Miller, our Treasurer, was unable to be with us today to give you his report, but he has asked Mr. Anderson to summarize some of the other pertinent facts of the financial situation of the Home to you. He will do this shortly.

In closing, let me thank each member of the Board of Directors, and of the Board of Managers, for their loyal and cooperative support during these last eight years, and particularly during this past year. I leave you in the secure feeling that you will lend that same wonderful spirit to your support of Charlie Bradley, who relieves me. Let me also thank Mrs. Boagian and her loyal staff for their contributions to the welfare of the society.

*B. G. Hindes*  
B. G. Hindes, President

ANNUAL REPORT 1961-62

It is again a pleasure to report to you on a year of progress and growth at THE HERITAGE. At present all rooms are occupied, but one. The guests are now comprised of 18 Crocker Members as compared to 20 last year. There are 22 OAA residents; 24 last year. There are now 16 Low Income Residents; 9 in 1961. There are 15 Life Trust Members and 29 Boarders instead of the 45 Boarders we had last year. During the year we lost by death 10 residents, Life Care and Boarders. There were 23 removals. From May 1961 to April 1962, the Admissions Committee admitted 26 applicants and interviewed 60 additional persons who were not accepted because of ill health, not in need of our services, or who did not seem to fit in with our present guests. There were also those applicants who turned us down because they did not like our contract, or decided to live elsewhere.

During part of the year we had a lag in filling rooms, resulting in a lower income, but now the Admissions Committee has improved its policies and procedures, and there is a better coordination with the Directors' Executive Committee. At present there are 5 people ready to come in whenever we have the rooms, and approximately 14 on the waiting list.

In October, 1961, a questionnaire was sent to 190 names on a waiting list, the result of changes in our policies from Boarders to Trust Agreements.

In January, 1962, we raised the monthly charges of OAA residents to 75% of the maintenance granted them by the Department of Public Welfare.

The nursing staff has cared for from 11 to 18 sick in the Infirmary, and has also given treatments to from 21 to 35 people a day. These last patients have either come to the Infirmary for shots or medication, or a nurse has checked on them in their own rooms. At present help is given with seven baths per week, and four patients are fed all meals.

Several times during the year there were not enough beds in the Infirmary, resulting in much moving of patients, and concern on the part of the Nursing Staff and Infirmary Committee. In August it was necessary to ask the Health Department for an emergency license for 20 beds instead of the normal 15, and a license to care for the sick in their rooms if necessary.

At this time the Infirmary Committee strongly stated their case, and asked for a long-range planning. The Directors cooperated by authorizing Mr. Zem, Administrator of St. Lukes Hospital, to make a study of our needs. His report reached us in November, suggesting a 30-bed infirmary be built along Francisco Street. Preliminary plans were drawn by Mr. Gardner Dailey, and Mr. A. Y. Thornton. At the same time, a very generous benefactor offered to finance the building of an Infirmary. I understand work will begin about mid-fall ; but, frankly, I still think it is a dream.

Dr. McKenzie continues as Chief of Staff, and, during the past year has given all physical examinations for Life Care Applicants, as well as attending the health and physical needs of the Residents. We are indeed fortunate to have his untiring help and interest in life at THE HERITAGE.

Institutional food is always a controversial subject, but judging from the compliments received, and few complaints, Mr. Debis does a magnificent planning and buying job, and our Chinese Kitchen Staff an equally good catering job. Last year we served 165,150 meals at a cost of between 83¢ to 92¢ per day.

The maintenance of these buildings is a day by day business carried on by Mrs. Pogson, the Building Committee, and the Rooms Committee. Following is a list covering the necessary improvements made, and the replacements bought:

1. Kitchen and staff dining room screened
2. Proper disposition of garbage cans arranged
3. Linoleum laid in the basement of the old building
4. The front office modernized
5. A powder room and third floor sitting room decorated
6. A kitchenette installed on the second floor of the old building
7. Outside windows and two walls painted
8. A device for controlling smoke installed on the furnace
9. Carpets cleaned and patched
10. Furniture reupholstered
11. Silver and dishes replaced
12. Three hospital beds with rails bought for the Infirmary
13. 16 door mirrors installed
14. Ten beds, six chests, 16 floor lamps, 20 table lamps, 7 chairs, and one desk bought

Captain Hindes reports to you the large cash gifts and bequests received by this Society, but I would like to call your attention to the following variety of gifts made to THE HERITAGE during the course of the year:

Books, puzzles, records, and clothes; two beautiful Altar Cloths; an embroidered banquet cloth; 10 pastel tea cloths; three rugs; a shell and teak screen for the front office; valuable old Japanese prints; bed jackets for infirmary patients; a hospital bed; stunning tapestry chair covers; cookies, candy, and plants; a generous check to improve the kitchenette in the Hobby Room; cash for records, a blackboard, a loud speaker, and extra entertainment.

Entertainment for the residents included the favorite weekly series of lectures on current events offered by the Department of Education; monthly book reviews by a member of THE HERITAGE; weekly record concerts, an occasional bingo and games evening; numerous travel movies and slides - always a favorite evening's entertainment. Sixteen concerts and Musicals; lecture by a member of the Historical Society; and a movie on Williamsburg by The Colonial Dames. The Fall Tea and Bazaar was attended by about 500 people, a highlight of the year. And, there was the usual

Christmas party, as well as several Holiday Dinners.

The Hobby Department continues to give a monthly Birthday Tea, attended by between 40 to 75 residents and their guests. A Wednesday morning sewing group has been started for the benefit of the Needlework Guild and Red Cross. A painting class is given by one of our residents, and a bridge group is directed by a board member. We have also just started a one-page monthly newspaper "Heritage Happenings". Weekly church services were conducted as usual by Dr. Buckholz, and special communion services were arranged at Christmas and Easter.

We are told that keeping busy is good therapy for the "Senior Citizen". If this is so, then our residents should stay young in spirit in spite of their average age of 85 in the Home and 88 in the Infirmary.

Changes on the Board of Managers were the resignation of Mrs. Hickey, Miss Margaret Zane, Mrs. Lewis Morrison, and Miss Elizabeth Rolph. During the year Mrs. Leo Byrne and Miss Rolph were awarded Honorary Membership in the Society. New members welcomed were Mrs. Scott Knight Smith, Mrs. Lawrence Metcalf, and Mrs. Jack Logan.

At this point in my report I started to mention the names of various Board Members who did outstanding work during the year, but found the report too long. Suffice it to say that any achievements of this Society during 1961 and 1962 resulted from the ability and dedication of its Board Members and the backing and encouragement of the Directors.

Changes in personnel are comparatively few, thanks to Mrs. Pogson's good management. We lost by death Henry, the Chinese cook of 23 years service. There were a couple of changes in the front office, but it

has never run as smoothly as at present. We have now approximately 100 added to the staff. Service in the Library has increased, and the working staff under Mrs. Rathman's able direction is excellent. Mr. Johnson, with his facts and figures, is always cooperative and interested in our interests. I gratefully acknowledge the contributions and services made by our employees.

Numerous times during the course of the year we have consulted Mr. Fugson on some job particularly well done, and I believe it is generally known by both the Directors and Managers how fortunate we are to have such an outstanding Administrator. Today I would like to quote from an article written by one of our residents for publication.

other side of the story. "In several interviews with the Director, as I was called to meet the Admissions Committee, I had asked to know if whether I was accepted or not, I had found a friend ---- She is a small little person with wisdom born of experience, an easy listener, warmer than speaks, and whose understanding sympathy is felt sooner than expressed. She makes one feel welcome when they come in not troubled or distressed. Even though they not feel entirely satisfied when they leave, they always feel better than when they came. She never really seems to do anything, but somehow everything quietly and efficiently gets done."

In closing, the Board of Managers would like to thank Captain Munroe for his eight years as President of the Society, and all 12 years on the Board. Few directors have given so valuably of their time and abilities during a period of growth and development.

Respectfully submitted,

Mrs. Wm. Blodg, Jr.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 3, 1962, immediately following the adjournment of the annual meeting of the Society.

The following directors, being a quorum of the Board were -

<u>PRESENT</u>	Charles J. Bradley Chalmers G. Graham Fentress Hill, 11.	Barrett G. Hindes Harold G. King Ferard Leicester
<u>ABSENT</u>	Paul A. Miller Joseph A. Moore Jr. William Pflueger	Frank F. Walker Cecil O. West David L. White

Mr. T. Jenkins, attorney for the Society was also present.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on March 8, 1962, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The first order of business, being the election of officers of the Board for the ensuing year, upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

President	Charles J. Bradley
1st. Vice President	Joseph A. Moore Jr.
2nd. Vice President	Paul A. Miller
3rd. Vice President	David L. White
Secretary	Barrett G. Hindes
Treasurer	Barrett G. Hindes

The President then appointed the following committees and special officers

Executive	Charles J. Bradley, chairman Joseph A. Moore Jr. Barrett G. Hindes
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Investment	Barrett G. Hindes, chairman Harold G. King Paul A. Miller, vice chairman William Pflueger Frank F. Walker
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Director of Real Estate	David L. White
Insurance Consultant	Cecil O. West

Building Committee

Barrett G. Hindes, chairman,  
together with two members of  
Board of Managers.

Upon motion duly carried, Mr. H. S. Anderson was re-appointed to serve the Board as Assistant Secretary and Assistant Treasurer for the ensuing year.

The following additional motions were also passed unanimously:-

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of John Forbes and Company, C.P.A. San Francisco, are appointed auditors for the Society for the ensuing year.
3. That the firm of Schofield, Hanson, Bridgett, Marcus & Jenkins, attorneys, are reappointed attorneys for the Society, under the same general terms, as previously.
4. That the commercial and savings accounts with Wells Fargo Bank, be continued in accordance with resolutions attached hereto and made a part of these minutes.

The Secretary stated that the name of Miss Elizabeth J. Rolph, who has resigned as a regular member of the Board of Managers, has been placed in nomination as an Honorary Life Member, and requested the Board to express their wishes in the matter. Upon motion duly made and passed, the Board concurred in the action of the Board of Managers, and Miss Elizabeth J. Rolph was unanimously elected an Honorary Life Member of the Society. The Secretary was requested to transmit to Miss Rolph the appreciation of this Board for her long service to the Society and to express their regret at her resignation from active participation in its activities.

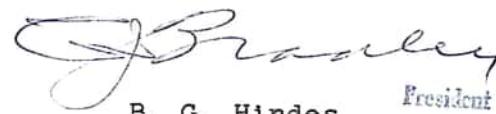
The President then referred to and read from the minutes of a special meeting of the Investment Committee held on March 29, 1962, copy of which had been sent to all directors.

Upon motion duly passed, the Board accepted the recommendations contained therein and requested the Investment Committee to carry out the reinvestment plans as outlined.

The Treasurer referred to previous bequests which have been received from the Estate of Martin J. Heller, and advised the meeting that the attorneys state that a further

distribution from that Estate in the amount of \$20,000 to  
the Society, may be expected in the near future.

No further business appearing, upon motion, the  
meeting was declared adjourned.



B. G. Hindes  
Secretary

President

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

VED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depositary  
nds of this Corporation, and that checks or drafts withdrawing said funds may be signed by  
TWO - of the following:

NAME	TITLE
1. Charles J. Bradley	President
2. Joseph A. Moore Jr.	1st. Vice - Pres.
3. Paul A. Miller	2nd. Vice - Pres.
4. Barrett G. Hinies	Secretary and Treasurer
5.	
6. H. S. Anderson	Asst. - Treas.

HER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any  
checks and drafts of this corporation signed as provided herein, whether or not payable to the per-  
sons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness  
endorsed for deposit to the account of this corporation by any of the foregoing or by any other  
or agent of this corporation, and may be endorsed in writing or by stamp and with or without the  
name of the person so endorsing.

HER RESOLVED: that the authority hereby conferred shall remain in force until written notice  
of revocation thereof by the Board of Directors of this Corporation shall have been received by said  
by at the office at which the account is kept; and that the certification of the secretary or an assis-  
tant as to the continuing authority of this resolution and the persons authorized to sign and their  
titles shall be binding upon this corporation."

reby certify that the foregoing is a true and correct copy of a resolution adopted by the Board  
tors of this corporation at a meeting of said Board regularly held on the Third  
May, 1962, and that said resolution is still in full force and effect.  
ther certify that the signatures appearing on the reverse side of this card are the signatures of the  
authorized to sign for and on behalf of this corporation.

ess my hand and the seal of this corporation the Eighth day of May, 1962.

(seal)

Secretary  
San Francisco Ladies' Protection  
and Relief Society  
Name of Corporation

ANNUAL MEETING 1989  
Page Three

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Avenali, Mrs. Reinecke) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Hall, Jr. presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1989-90.

Mrs. Peter Avenali  
Mrs. Richard Leonards  
Mrs. Piero Mustacchi  
Mrs. Charles B. Stark, Jr.

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Howard, Mrs. Sherman) that the foregoing be appointed as Managers to serve as trustees for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

*David L. White* -  
David L. White  
Secretary

DLW:km

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Investment Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Monday, May 14, 1962, at 10 o'clock a.m.

Committee members present were Mr. Hindes, Mr. King and Mr. Miller. Absent were Mr. Walker and Mr. Pflueger.

The Chairman, Mr. Hindes stated that \$100,000 United States Treasury Bonds will mature on the day following this meeting, May 15, 1962, also that \$25,000 United States Treasury Bonds will mature on June 15, 1962.

He also referred to the minutes of the meeting of the Board of Directors on May 3, 1962, in which authority was given this Committee to invest the funds received from the above maturities in high grade corporate bonds, the selection to be left to the discretion of this Committee.

After considerable discussion, it was unanimously passed that the sum of \$125,000 be invested in high grade corporate bonds having the following maturities -

Years 1966 to 1969 inclusive and  
1971 to 1974 inclusive.

and that the type to be secured include the following -

Financial such as G.M.A.C. and C.I.T.  
Heavy Industrial such as Westinghouse Electric  
Public Utilities and Railway Equipment Trust  
bonds of high grade.

It was further agreed that the choice of the actual bonds to be purchased be left to the Department of the Wells Fargo Bank, handling the Agency account of the Society, after they ascertain what bonds are now available on the market.

The Chairman stated that some additional funds are becoming available for investment and that they are being held in Savings Accounts drawing interest until such time as this Committee shall make recommendations to the Board. It was agreed that further study be made before any other recommendations be made.

B. G. Hindes  
Chairman.

*K. Anderson*  
Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco on Thursday, June 7, 1962 at 4:00 o'clock p.m.

The President of the Society, Mr. Charles J. Bradley, presided at the meeting.

<u>DIRECTORS</u>	Charles J. Bradley	Chalmers G. Graham
<u>PRESENT</u>	Joseph A. Moore, Jr.	Cecil O. West
	Paul A. Miller	Fentress Hill, II
	Harold G. King	Ferard Leicester
<u>DIRECTORS</u>	Barrett G. Hindes	William Pflueger
<u>ABSENT</u>	Frank F. Walker	David L. White

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on May 3, 1962 and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

Upon request, Mr. King and Mr. Miller, members of the Investment Committee, reported that their Committee had held a further meeting on May 14, 1962. They stated that their Committee had made no additional recommendations and that the meeting had been concerned with the completion of recommendations made at their previous meeting on March 29, 1962, which were approved for action by this Board at its meeting on May 3, 1962.

Mr. King stated that most of the proposed purchases of bonds had now been made and were included in the quarterly statement now in the hands of the members of the Board.

The President stated that he had received proposals from several contractors for the building of the addition to house the Infirmary at 3400 Laguna Street. These proposals are now in the hands of the architect to analyze and report back to him with his recommendations.

The President also reported that he had received from the Treasurer of the Board of Managers, a list of non-recurring replacement items at the "Heritage" for approximately \$4,000.00, which that Board considered would be necessary expenditure during this fiscal period. Upon motion, it was agreed that the Board of Managers be authorized to proceed with this work when required.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

H. S. Anderson  
Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Investment Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Tuesday, July 24, 1962 at 11:30 o'clock a.m.

Committee members present were Mr. Hindes, Chairman, Mr. Walker, Mr. Miller, Mr. King and Mr. Pflueger, being the full committee.

The Chairman stated that suggestion had been made previously that the funds now deposited with several building and loan associations, be withdrawn and invested in some other manner. He mentioned that six months interest could now be secured on these accounts and the funds withdrawn if desired. It was unanimously agreed that these accounts be closed and the funds included with other funds available for investment.

A discussion was then held concerning the most suitable forms of investment for that portion of the Society's funds invested in securities, and it was the unanimous opinion of all the committee members that they should continue as a general policy the investment of sixty percent in stocks and forty percent in bonds.

The Chairman then stated that there was available for investment at this time about \$165,000.00, including the funds to be received from the savings and loan associations accounts, and asked for an expression of opinion from all the members of the committee, as to its investment.

After further discussion, it was agreed that \$75/80,000.00 be invested in high grade corporate bonds, similar in quality to bonds recently purchased, and that the department of the Wells Fargo Bank, handling the Agency Account of the Society select suitable maturities and confer for final decision with the Chairman before purchasing same.

It was also agreed that \$75,000.00 be placed in a Certificate Savings Account with Wells Fargo Bank at 4% interest, this sum to be considered as an investment reserve for later determination of its investment.

No further recommendations being made, the meeting was adjourned.

B. G. Hindes  
Chairman.

*K. Anderson*

Assistant Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Thursday, October 11, 1962, at 4 o'clock p.m.

The President of the Society, Mr. Charles J. Bradley, presided at the meeting.

DIRECTORS <u>PRESENT</u>	Charles J. Bradley	Fentress Hill, ll.
	Joseph A. Moore Jr.	Harold G. King
	David L. White	William Pflueger
	Barrett G. Hindes	Cecil O. West
DIRECTORS <u>ABSENT</u>	Paul A. Miller	Ferard Leicester
	Chalmers G. Graham	Frank F. Walker

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on June 7, 1962, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President stated that the object of this meeting was to discuss a proposed contract to be awarded for construction of the new infirmary building. He then requested Mr. Hindes, chairman of the building committee to inform the board of the proceedings of his committee to date and the proposals to be recommended for acceptance by this Board.

Mr. Hindes then read a report of his committee, as passed at a meeting of that committee held on September 27, 1962, at which all three members were present. This report, together with a letter dated October 1, 1962 addressed to Mr. Barrett G. Hindes, from Mr. A. Yuill-Thornton, architect, of Gardner A. Dailey and Associates, and letter dated September 19, 1962, addressed to Gardner A. Dailey and Associates, from Swinerton & Walberg Co. headed, "Quotation for Infirmary Addition - The Heritage," is now made a part of these minutes.

Mr. Hindes led a discussion of the report and quotation, commenting on the much higher bid than anticipated, and outlining in general the financing of this construction. He urged the Board to accept the proposals as stated.

Upon motion duly made, seconded and carried unanimously, it was resolved that the Society enter into a contract with Swinerton & Walberg Co. for the construction of the Infirmary Addition at the Heritage; that the cost, less certain changes will be about \$253,000.00; and that the proper officers of the Society be authorized to sign the necessary papers to accomplish this end.

It was also agreed that the rehabilitation of the present old building spaces being used for infirmary purposes be proceeded with, to enable the rooms to be occupied by permanent residents, promptly upon completion of the new infirmary.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.



G. Bradley  
President

B. G. Hindes  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
"The Heritage"  
3400 Laguna Street  
San Francisco 23, Cal.

October 11, 1962

REPORT OF SFLP&R BUILDING COMMITTEE

A meeting of the Building Committee was held at THE HERITAGE at 9:30 a.m. September 27, 1962, with Mrs. Nigh, Mrs. Porter and Mr. Hindes in attendance.

The bid of the Swinerton Walberg Company for construction of the Infirmary Addition was read and discussed.

The quotation of \$269,194 was very greatly in excess of any costs anticipated from prior discussions with the Architect. A memorandum from Mr. Thornton of Gardner Dailey, Architects, indicated that there were a few changes and deletions which might be made without jeopardizing the usefulness or efficiency of the unit. Some \$15,000 could be saved by following these recommendations.

If such was done, the total cost of the facility to the Society would be about \$253,000. To this must be added the Architect's fee at 8%, equal to \$20,200, making a total of \$273,200.

It was also called to attention that the rehabilitation of the present Infirmary, the moving of the equipment and minor augmenting thereof, would bring the total expenditure so involved to \$300,000.

The Committee realizes that this is very much in excess of the original estimates, but feels it essential to the future of THE HERITAGE and the welfare of its residents that the work should be proceeded with as suggested above.

We urge the Board of Directors to authorize the construction of the Infirmary on this basis.

  
B. G. Hindes, Chairman  
Building Committee

BGH:jm

cc: Mrs. Nigh  
Mrs. Porter  
l-x

THE HERITAGE  
THE ANNUAL REPORT OF THE PRESIDENT OF THE BOARD OF MANAGERS  
May 4, 1989

Last August 4th (1988) marked the 135th year of our founding and I'd like you to join me in taking a "look back" at some of those years.

1853 August 4th. A group of concerned San Franciscans met; resolved to find ways to aid women and children stranded in the aftermath of the Gold Rush. The Constitution for the Ladies Protection and Relief Society was an outgrowth of this meeting.

Purpose: "to render protection and assistance to strangers and to sick and dependent women and children."

1853 The Society's office on Sacramento Street below Kearny soon became a clearing house as well as the first employment office in San Francisco.

1854 August. There were Articles of Incorporation and five businessmen became the Board of Directors in charge of financial arrangements.

1857 A house at Second and Tehama Streets was rented for \$25.00 to serve as a shelter for women and children. It was called "Hospitality House."

1860 A square block of land bounded by Van Ness, Geary, Post and Franklin Streets was deeded to the Society.

1862-63 A house, called "The Brown Ark", was built on the Van Ness property. An average of 230 women and children were cared for annually.

1869 There was only \$40.00 in the treasury.

1880 The State Legislature passed an act appropriating money to support orphans. This assured a steady income for living expenses but the State law specified none of these funds could be used for Capital expenditures.

1885 There was an offer of \$160,000 to buy the Van Ness property but one of the gentlemen advisors predicted the land value would increase.

1886 Substantial gifts increased the building fund and in 1898-99 a new wing of the Brown Ark was completed.

1921 A new program by State authorities of placing children in foster homes diminished the need for Childrens' Homes.

1922 The population of San Francisco increased and the need to provide for the elderly was apparent. The Society acquired the property on Laguna between Bay and Francisco Streets. It had been the site of "The Gay Way" of the 1915 Panama Exposition.

1923 Julia Morgan presented architectural drawings for a building on the Laguna Street property. Membership fees were abolished.

1925 The Board of Managers met for the first time at this Home - 3400 Laguna Street.

1953 The 100th Birthday -- among the many generous gifts was an endowed bed

5/4/61 - Annual Mtg Minutes

Staffing:

- Pagon-Hse Staff	45
- Nursing Staff	11.5
- Kitchen	6.5
- DR	6.
- HK	8.
- Maint	1.
- Gardener	1.
- PT Founderess	1.

5/18/61 - Just a note!

3/3/62 - annual mtg - page 2  
reason why ...

GARDNER A. DAILEY, F.A.I.A. AND ASSOCIATES

442 POST STREET, SAN FRANCISCO 2

ARCHITECTS

October 1, 1962

Mr. Barrett G. Hindes  
140 Montgomery St.  
San Francisco, California

Re: Infirmary Addition, The Heritage

Dear Sir:

Enclosed please find two copies of the proposal for the construction of the subject project from Swinerton and Walberg.

The guaranteed maximum of \$269,194.00 exceeds our original estimates. A review of our estimates and study of Swinerton and Walberg's detail figures shows that we and our consulting engineers were too conservative at the time of estimate and that there have been considerable price increases as a result of strikes in the interim. In addition to this, we subsequently included items beyond the scope of our original estimate. Among these was our decision to design the roof to take a second floor despite Planning Commission stipulation to a one storey building. In the future, a solarium might be built without violation.

Several costly items developed in the course of design. These include new sewer and water connections in Francisco Street. It developed that there was insufficient water capacity to supply the flush valve type toilets, the proposed future garden irrigation and the basement fire sprinkler system. The present sewer cannot accommodate both the new wing and the parking lot which must be drained. The present lot does not have the required drain.

A review with subcontractors, our engineers and with Swinerton and Walberg indicates that the following changes in specification can result in these estimated reductions:

- a. Change metal lath and plaster partitions to metal studs and drywall construction - deduct \$6,000.00.
- b. Change floors from vinyl coron to vinyl asbestos - deduct \$2,900.00.

Mr. Barrett G. Hindes

-2-

October 1, 1962

c. Revise intercom and nurses' call system specifications without reduction of service and utility - deduct \$3,000.00.

d. Reduction of Finish Hardware and Pantry equipment allowances \$1,000.00.

e. Reduce enlarged basement to an area sufficient to house the heating equipment - \$3,000.00.

This estimated total of \$15,900.00 would reduce the guaranteed maximum to \$253,294.00.

Of this sum, about \$180,000.00 represents competitively bid subcontracts, \$9,000.00 is fee originally quoted, which on the present estimate represents only about 3-1/2%. There is included a \$10,000.00 contingency. The balance is Swinerton and Walberg's own labor force, equipment and superintendence. Any savings in this area go directly to you.

In view of the above we can see no material saving in rebidding this work. The subcontract items will not change, the fee is considerably below normal and any savings due to efficiencies that can be developed in the field go to you rather than a competitive bidder's pocket.

The permits which have been applied for are at this time still being processed. Swinerton and Walberg can start on 24 hours notice and estimate 9 months construction time. Assuming receipt of permit and satisfactory termination of contract negotiations by October 15th, this would put the finishing date at July 15, 1963.

Very truly yours,



A. Yuill-Thornton  
Architect

ayt:ro

SWINERTON & WALBERG CO.

BUILDING CONSTRUCTION  
ENGINEERING CONSTRUCTION

200 BUSH STREET, ROOM 200  
SAN FRANCISCO 4  
CALIFORNIA

September 19, 1962

Gardner A. Dailey, F.A.I.A & Associates  
442 Post Street  
San Francisco, California

Attention Mr. A. Yuill-Thornton

Subject: Quotation for Infirmary Addition - The Heritage

Gentlemen:

We have studied your complete plans and specifications and Addenda 1, 2 and 3 for construction of the subject Infirmary Additions and have received competitive sub-bid quotations for all normally subcontracted items of the work. The sub-bid quotations were received from those firms listed on our comprehensive sub-bid list which was approved by you.

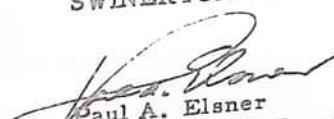
Based on all the foregoing information, our quotation for construction of the Infirmary Addition at The Heritage is \$269,194.00, including fee.

As previously discussed with you, we are prepared and willing to show and discuss with you our detailed estimate for this work.

We enclose herewith for your information copies of our summaries of Subcontract Quotations received for the various items of subcontracted work.

Yours very truly,

SWINERTON & WALBERG CO.

  
Paul A. Elsner  
Executive Vice President

PAM:pb  
Enclosures

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Thursday, December 6, 1962, at 4 o'clock p.m.

The President of the Society, Mr. Charles J. Bradley, presided at the meeting.

<u>DIRECTORS</u>	Charles J. Bradley	Fentress Hill, II.
<u>PRESENT</u>	Joseph A. Moore Jr.	Harold G. King
	David L. White	Ferard Leicester
	Barrett G. Hindes	Cecil O. West
	Chalmers G. Graham	

<u>DIRECTORS</u>	Frank F. Walker	Paul A. Miller
<u>ABSENT</u>	William Pflueger	

Also present were Mr. John Steinhart and Mr. Tom Jenkins, attorneys.

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the directors' meeting held on October 11, 1962, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President stated that the next order of business at these quarterly meetings is to receive and consider the report of the Investment Committee. The Chairman of that Committee, Mr. Hindes, stated that all transactions previously recommended by his Committee and approved by the Board had been carried out, as shown on the quarterly investment statement in the hands of the Board. He further stated that no recommendations were being made at this time by his Committee for changes or additions to the portfolio.

The Treasurer then referred to a statement of estimated results for the Society for the Year 1962, copies of which had been sent to each director, and stated that he considered the prospects for the year satisfactory.

The President stated that a request had been received from the Jack Tar Company to make certain changes in the lease with them on the Van Ness Avenue Property, San Francisco, and mentioned that the attorneys now present had been requested to come to this meeting to discuss with and advise the members of

the Board on this subject. Considerable discussion was then held in which the proposed changes were fully reviewed. It was felt by the members present that the Society would be willing to agree to certain changes in the present lease, provided that our position under the present lease would not have deteriorated in any manner in the so doing. It was further stated that the attorneys present should give the Board written assurance of the protection of the Society's position.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

  
B. G. Hindes  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of Schofield, Hanson, Bridgett, Marcus and Jenkins, attorneys for the Society, 593 Market Street, San Francisco, on Thursday, December 20, 1962 at 10:30 o'clock a.m.

The President of the Society, Mr. Charles J. Bradley presided at the meeting.

DIRECTORS	Charles J. Bradley	Fentress Hill, III.
<u>PRESENT</u>	Joseph A. Moore Jr.	William Pflueger
	David L. White	Cecil O. West
	Barrett G. Hindes	Ferard Leicester
	Chalmers G. Graham	

DIRECTORS	Frank F. Walker	Paul A. Miller
<u>ABSENT</u>	Harold G. King	

Also present were Mr. John Steinhart and Mr. Tom Jenkins attorneys representing the Society and Mr. John Pascoe, attorney for Mr. C. A. Sammons.

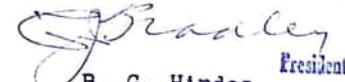
The President stated that the meeting had been called with notice by telephone to accommodate Mr. Sammons, who had expected to be present, but had been delayed by weather.

He referred to the previous meeting of this Board held on December 6, 1962 at which time the request of the Jack Tar Company to make certain changes in the lease covering the Van Ness Avenue Property, San Francisco, had been discussed.

The President then requested that the Society's attorneys discuss the practicability of the Sammons' proposal to split the present Jack Tar lease, so that the office building could be under the ownership of one of Sammons' insurance companies and thus get a credit for the real estate taxes paid on that portion against the tax on the insurance company's operations. This saving was estimated at \$80,000.00 per year. A general discussion was then held on the problems involved, particularly in event of foreclosures, and it was determined that the arrangement as proposed above by Sammons would depreciate the Society's security under the lease.

Mr. Pascoe, representing Mr. Sammons, agreed to report the proceedings to Mr. Sammons, and stated that an effort would be made to make appropriate revision to their proposal to meet the Society's objections, prior to the new year.

Upon motion duly passed, the meeting was declared adjourned.

  
B. G. Hindes  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Wednesday, February 6, 1963, at 2:30 p.m.

The President of the Society, Mr. Charles J. Bradley, presided at the meeting.

<u>DIRECTORS</u>	Charles J. Bradley	Fentress Hill, II.
<u>PRESENT</u>	Chalmers G. Graham	Joseph A. Moore Jr.
	Barrett G. Hindes	David L. White
	William Pflueger	

<u>DIRECTORS</u>	Paul A. Miller	Ferard Leicester
<u>ABSENT</u>	Frank F. Walker	Cecil O. West
	Harold G. King	

Also present were Mr. John Steinhart and Mr. Tom Jenkins, attorneys representing the Society and Mr. John Pascoe, attorney for Mr. C. A. Sammons.

The President referred to the previous meeting of this Board held on December 20, 1962 to hear the request of the Jack Tar Company to make certain changes in their lease covering the Van Ness Avenue Property, San Francisco, and stated that this meeting has been called to hear a further proposal from them in the matter of their lease with the Society.

Upon request, Mr. Pascoe, representing Mr. Sammons, presented a different plan of division of the hotel and office building on the property from that previously made and suggested the form of agreements desirable.

These suggestions were thoroughly discussed by the attorneys present with various members of the Board, with the feeling of the members being that a possible agreement could be entered into.

After a full discussion of the subject, it was unanimously agreed that the meeting be adjourned until February 19, 1963, at 2:30 p.m. at the same place, at which time the Board would give Mr. Sammons its decision in the matter. In the meantime it was felt consideration should be given to certain other clauses of the lease, under which the position of the Society might be enhanced.

Upon motion duly passed, the meeting was declared adjourned.

  
President  
B. G. Hindes

Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Tuesday, February 19, 1963 at 2:30 o'clock p.m.

The President of the Society, Mr. Charles J. Bradley, presided at the meeting.

DIRECTORS <u>PRESENT</u>	Charles J. Bradley	William Pflueger
	David L. White	Chalmers G. Graham
	Barrett G. Hindes	Cecil O. West
	Harold G. King	

DIRECTORS <u>ABSENT</u>	Joseph A. Moore Jr.	Ferard Leicester
	Frank F. Walker	Fentress Hill, II.
	Paul A. Miller	

Also present were Mr. John Steinhart and Mr. Tom Jenkins, attorneys representing the Society.

The President stated that the meeting had been called in accordance with decision made at the previous meeting of the Board on February 6, 1963, at which time that meeting had been adjourned until this date.

He further stated that a proposal by the Jack Tar Company to have certain changes made in their lease with the Society, was now before the directors, and the meeting had been called to decide if this proposal is acceptable, or under what conditions it will be acceptable to the Society.

Upon request, each member present expressed his views on the subject and after considerable discussion between members of the Board and the attorneys present, it was resolved:-

Exhibit "A" - attached.

The President then advised the meeting that Mr. Sammons and his attorneys were in the waiting room, and that they should now be invited in to the meeting to be advised of the decision of the Board.

At the request of the President, Mr. Jenkins outlined to Mr. Sammons the conditions under which, the directors were willing to make changes in the lease with the Jack Tar Company. After discussion with Mr. Sammons on the various points, a further proposal was made by him which was agreed to by the Board and formalized in the following resolution.

Exhibit "B" - attached.

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

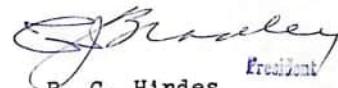
  
B. G. Hindes  
Secretary

EXHIBIT "A"

RESOLVED that the President and Secretary be authorized to enter into an Agreement, Assignment and Conveyance of that certain Ground Lease dated December 20, 1956, by and between the Corporation and C. A. SAMMONS which Agreement shall provide that the interest of Jack Tar Company, a Texas corporation, in and to that portion of the premises known as the Office Building shall be transferred to Westland Life Insurance Company, a California corporation, with the following provisos:

- A. That the form of the Agreement be satisfactory to attorneys for the Corporation
- B. That a Guaranty of Performance of said Lease by C. A. Sammons, his heirs, executors and assigns be executed.

EXHIBIT "B"

Copies of resolutions passed at the meeting of the Board of Directors, held on February 19, 1963, with reference to changes to be made in the lease with the Jack Tar Company, prepared by Mr. Jenkins, attorney for the Society.

RESOLVED that the Lease heretofore entered into on December 20, 1956, by and between this Corporation and C. A. Sammons, as lessee (which said Lease was recorded December 31, 1956, in Book 6982, page 60, Official Records of the City and County of San Francisco) shall be amended to provide as follows:

A. Original term of Lease, which was previously for twenty-six years from July 1, 1957, to June 30, 1983, be extended for a period of twenty years to June 30, 2003.

B. That options as provided in the original Lease covering two ten year and an additional five year period remain in effect, so that the total term of said Lease with exercised options would be seventy-one years.

C. That reappraisals of the rental provided in said Lease would occur in accordance with the provisions of the Lease on the following dates:

July 1, 1967  
July 1, 1977  
July 1, 1987  
July 1, 1997

D. That upon expiration of the new original term, the option provisions will apply with reappraisals to be made as of July 1, 2003; July 1, 2013; and July 1, 2023.

E. Present minimum rental provisions of the original Lease (which provide for an increase to \$66,000.00 per year as of July 1, 1978) to remain in effect for the balance of twenty-five years of the new original term.

provided, however, that this minimum would increase at the time of each reappraisal as provided in Paragraphs C and D above, so that the new rental fixed at the time of such appraisal periods, if in excess of \$66,000.00, would be the base for the remainder of the term, and for any period during which the options are exercised.

ANNUAL MEETING

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on May 9, 1963, at 2 o'clock p.m.

The meeting was called to order and presided over by the President of the Society, Mr. Charles J. Bradley, the Secretary, Mr. Barrett G. Hindes, being present and acting.

The President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members (a majority), being present, as required by the by-laws, the meeting was in order and competent to act.

The President stated that the reading of the minutes of the last annual meeting held on May 3, 1962 was now in order, but on motion duly passed, it was resolved that the reading of these minutes be dispensed with and that they be accepted as written in the minute book.

The President then read his report covering the activities of the Society during the year 1962, and in accordance with the wishes of the members, this report is made a part of these minutes and to be spread on the Minute Book.

President's report. (attached)

The President then requested the Treasurer to read his report covering the year 1962.

Treasurer's report. (attached)

The President requested the president of the Board of Managers, Mrs. Nigh, to read her report, which being done, this report is also made a part of these minutes.

President of Board of Managers report. (attached)

The Treasurer of the Board of Managers, Miss Bridge, stated that she was very encouraged at the condition of the finances of "The Heritage" during the last year and that she had good hopes of staying well within their budget for the current year. She also reported that various studies to assist in the operation were being made: such as, payroll analysis and an Infirmary study to reduce operating costs.

Upon motion duly made, seconded and carried, the reports of the various officers as read are accepted and ordered spread upon these minutes.

Upon motion being made and seconded it was -

RESOLVED: That the minutes of the meetings of the Board of Directors of this corporation during the past calendar year, be and they hereby are in all respects approved; and that the resolutions therein set forth be and they hereby are severally adopted, approved, ratified and confirmed; and that all actions of every kind taken by any officer or officers of the corporation, pursuant to any such resolution, action or authorization, be and it is authorized, adopted, approved, ratified and confirmed.

The President announced that nominations to the Board of Directors was in order. The following persons were nominated to serve on the Board of Directors for the ensuing year -

Charles J. Bradley	Paul A. Miller
Chalmers G. Graham	Joseph A. Moore, Jr.
Fentress Hill, II	William Pflueger
Barrett G. Hindes	Frank F. Walker
Harold G. King	Cecil O. West
Ferard Leicester	David L. White

As the number of nominations is within the prescribed number set forth in the By-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twelve persons nominated by the above motion had been properly elected directors of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that nominations to the Board of Managers was now in order, whereupon on motion duly made and seconded, the following 25 persons were nominated to serve on the Board of Managers for the ensuing year -

Mrs. W. E. Bowes	Mrs. Melanie Matignon
Miss Helen Bridge	Mrs. Lawrence V. Metcalf
Mrs Edwin L. Bruck	Mrs. Wm. H. Nigh, Jr.
Mrs. Donald Craig	Mrs. Chas. A. Noble
Mrs. C. C. Griffith	Mrs. Warren C. Perry
Mrs. Ernest L. Gunther	Mrs. C. B. Porter
Mrs. Robert C. Kirkwood	Mrs. Philappine S. Rettenmayer
Mrs. Edwin V. Krick	Mrs. Walter Schilling
Mrs. Philip Landis	Mrs. James Skene
Mrs. James V. Lawry	Mrs. Chas. E. Smith
Mrs. Francis R. Lloyd	Mrs. Scott Knight Smith
Mrs. Jack Logan	Mrs. John T. Stephenson
Mrs. Ralph Lyon	

As the number of nominations is within the prescribed number set forth in the By-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the 25 persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that this completes the regular work of the members of the Society at this meeting and thanked those present for their assistance throughout the year.

There being no further business presented, the meeting upon motion duly made, seconded and carried was declared adjourned.

*G Bradley*      *H S Anderson*  
President

H. S. Anderson  
Assistant Secretary

SAN FRANCISCO LADIES PROTECTION AND RELIEF SOCIETY  
Annual Meeting - Thursday, May 9th, 1963 - President's Report.

First of all I wish to welcome all the members of the Society who are now present to this Annual Meeting, which at the same time affords the members of the Board of Directors and the Board of Managers an opportunity to talk over the affairs of the Society.

The largest single enterprise undertaken during the past year was the decision to proceed with the building of the infirmary addition to the buildings now comprising "The Heritage." A contract was entered into with the firm of Swinerton & Walberg Company, an old and reliable firm of building contractors, with whom the directors are familiar. Gardner Dailey and Associates were retained as architects for the job.

As a result of the building of the Infirmary there will become available a number of rooms on the second floor of the original building, which will enable us to add to our population and accept a number of new members to our list of residents at "The Heritage."

Before this can be accomplished, the space formerly occupied by the Infirmary will require considerable renovation to make it suitable for regular residence.

The activities of your Board of Directors have comprised the care of the portfolio of securities, during a somewhat turbulent time of the stock market, and careful watch over the properties owned by the Society and under lease to others. The Investment Committee has given much thought to handling of the securities. The

President's Report - page 2

lease of the Jack Tar Hotel property has been changed in some respects, which we feel is to the advantage of the Society.

The question of the taxing of institutions which operate homes, such as we do, has again come up and bills are being presented to the Legislature in Sacramento. Your directors, with the assistance of our attorney, are watching this situation closely.

I know that the Treasurer of the Society and the President of the Board of Managers will give you a detailed outline of the operations of the Society, and I will therefore refrain from going into such detail.

I would like before closing to express my appreciation to all the members of the Board of Directors who have so ably assisted me during the past year, and to the officers and members of the Board of Managers, with whom I have been in close touch.

C. J. Bradley - President

5/9/63

REPORT OF THE TREASURER  
SAN FRANCISCO LADIES PROTECTION & RELIEF SOCIETY

It gives me great pleasure to report to you that the financial condition of the Society is sound. The net assets as of December 31, 1962 amount to \$3,700,000, being an increase of \$275,000 over the previous year. These assets, consisting of real estate and securities, brought an income from the investment portions thereof of \$154,000 during the year, versus \$145,000 in 1961.

The operating costs, including all expenses which were \$10,000 greater than 1961, amounted to \$339,000, of which the residents paid \$177,000. In general, 50% of the operating cost goes to labor.

Based on the above, our income exceeded our expenses by \$2,650 for the year.

I wish to point out that the efforts of the Board of Managers were successful in maintaining the expenses within the budget, and it was only through their conscientious work that we ended the year in the black.

It is interesting to note that the average cost per resident during 1962 amounted \$3,318, or \$276 per month.

During the year donations, bequests and miscellaneous gifts amounted to \$268,000. These monies almost entirely defrayed the cost of the new Infirmary, together with the various incident charges such as architect's fees, landscaping, etc.

Let me thank the Directors and the Ladies for their cooperation in maintaining their budgets and expenses within our means.

B. G. Hindes, Treasurer

ANNUAL REPORT OF THE PRESIDENT OF THE BOARD OF MANAGERS,  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.

1962 was a good year for "The Heritage" and 1963 promises to be equally fine with the completion of the new infirmary and gardens, and the modernization of the old second floor. The pattern for progress is established.

NEW INFIRMARY: Plans were presented for a thirty-two bed infirmary by Mr. Gardner Dailey and Mr. A. Y. Thornton in March 1962 and actual work was started in November. The completion date is June 1963 though I doubt that the first patients will be received until sometime in July. A careful study was made of hospital furniture and the order placed with The Hill-Ron Co. Miss Helen Sutherland was retained as decorator. A special thanks should be given Capt. Hindes and Mrs. Porter of the Building Committee for all the time and care they have devoted to this new addition.

OLD INFIRMARY: In October 1962 a general management survey was made by Miss Maxine Bishop, Management Consultant, with the view to improving the efficiency of the infirmary and making any other economies possible without cutting down on services. Practically all suggestions made were acceptable to the Infirmary Committee and with the splendid help of Dr. Roger McKenzie, Mrs. Pogson and Mrs. Rathman all changes were immediately implemented. It is expected that the present set-up will work as well in the new infirmary. Also, as a result of the study, drugs are now ordered from the St. Francis Hospital Pharmacy at 20% charge over "Red Book" prices, - a considerable saving to The Heritage. Two polio vaccine drives for the residents and staff were arranged by Dr. McKenzie, aided by the nursing staff. All employees were given a health examination on order of the San Francisco Health Department.

PARKING LOT AND GARDENS: When the building permit for the new infirmary was granted it was specified that the parking area on Bay Street side would be enlarged. Today I believe we have achieved one of the best looking lots in San Francisco, - thanks to Mr. Thornton and Mr. Casey Kawamoto, landscape architect. The central court was torn up at the time we started building and has remained a dreary sight for months, but now we have some beautiful plans which we hope will be realized shortly. And while speaking of gardens, it was through the foresight of Capt. Hindes that the wilderness on our East was transformed into the charming "pocket garden" so extensively used and enjoyed by our residents.

ADMISSIONS: The Admissions Committee is one of our most important committees. Approximately 58 applicants were interviewed; out of this number 22 were given Life Contracts, making a total population of 99. The residents are divided as follows: 20 boarders, 18 Crocker members; 22 O. A. S., 13 Life Contracts at \$250.00 per month; 9 Life Contracts under \$250.00 per month; 17 low income. The average age is 84.49 years. There are 87 ladies and 12 gentlemen living here at present. There were 10 deaths during the year and 10 residents left because of illnesses we could not handle, poor adjustment in the Home, or simply a desire to move elsewhere. This Committee under Mrs. Gunther's able leadership has done an excellent job of weighing the needs of those applying and the interests of the Home. Certainly we have a most attractive group of senior citizens living here.

FINANCES: Finances were smoothly handled by our Treasurer, Miss Bridge, and her Committee. A system of checks on salaries and overtime was installed with the help of Mr. Anderson. A Christmas bonus was given to all employees. Since Finance and Personnel go hand-in-hand at The Heritage, Miss Bridge brought up to date and clarified the Staff Manual. We are very fortunate to have such experienced leadership in this department.

Annual Report, Page 2.

FOOD: Food and entertainment are always of the greatest interest to the residents and I believe a good job has been done by both departments. Mr. Debes continued to plan all meals, to cater and to oversee both kitchen and dining room staffs, as well as arrange special celebrations. Over 164,250 meals were served during 1962 at an average cost of 84.6¢ per person per day.

RECREATION: On October 9th a new idea was tried out and most successfully,- a Hobby Show for and by the residents was organized by Mrs. Rettenmayer and Mrs. Logan at which time handwork was displayed; collections of fine China, old silver, family jewels and portraits, old fashioned toys, swords and canes, etc., all beautifully labeled, were exhibited. The Annual Fall Tea was held November 9th and about 500 attended. Eleven larger-than-ever birthday parties were given throughout the year. Also there were many and diversified programs arranged by Mrs. Logan. To name a few: a lecture by Mr. Baldwin of the San Francisco Zoo; a lecture by Mr. Evans of the Pioneer Historical Society; another by Mr. Gitler, American librarian in Japan; an organ recital; a harp recital; choristers and pianist from Berkeley; and several other singing groups. Lectures on "Stanford Overseas"; geology, tapestries and handwriting; several book reviews; numerous travel pictures and slides; the usual World Affairs lectures; weekly movies; bingo and bridge parties. Several of these programs were put on by our residents. On Sunday, December 23rd, the Christmas Party was held from four to six followed by a buffet supper served to the residents, their guests and representatives from the two Boards. The first edition of "Heritage Happenings" was brought out in April and enthusiastically received by the residents. Unfortunately because of illness we have not had an edition for a couple of months, but I believe that next week we are to resume publication. Dr. Buchholz conducted the usual services each Sunday morning; special communion services were held at Christmas and Easter; and recently at the request of some of our guests a monthly communion service is being conducted by Canon Hoggard of Grace Cathedral.

MAINTENANCE: Keeping a building of this size in good running order requires diligence and co-operation on the part of the Furnishing Committee, the Maintenance Committee, Mrs. Pogson and staff. During the year rooms have been painted as vacated; furniture re-upholstered; carpets cleaned or replaced; kitchen tiles replaced; drapes in the reception rooms renewed; doilies and cutlery reordered; a new iron railing installed on the Laguna Street steps; new lights installed in both the Hobby Room and Theatre Room as well as outside in the parking area; some waste pipes replaced; the West wall of the Hobby Room papered; and forty Samsonite chairs bought.

GIFTS: Gifts to The Heritage were numerous and thoughtful. To name a few not already listed by the Board of Directors: money for the Christmas Party; garden plans; publicity; a complete kitchenette for the Hobby Room; a microphone; plants for the dining room; garden furniture; records; four transistor radios for the infirmary; an altar clothe; table clothes, crystal bowl; valuable old Chinese prints now framed and hung; a desk; a hospital bed; a Kodak Carousel Screen and projector; cookies; candies and books. Fascinating tray favors for the infirmary continue to be made by our Honorary Member Mrs. Byrne. To all these warm hearted friends of The Heritage the Board is truly grateful.

Two new Board members joined us in 1962 and immediately made their worth felt; Mrs. Walter Schilling as a member of the Infirmary Committee and Mrs. James Lawry on Finance and Garden Committees.

Annual Report, Page 3.

Death came during the year to Mrs. Merle Smith, a former Board member; and to our Honorary and much loved member, Mrs. Reginald Knight Smith. And the first part of last week we learned of the death of another Honorary member, Miss Lottie Woods.

Overseeing all this big business, carrying out the policies of both Boards, coordinating the work of the staff and maintaining good public relations both inside the Home as well as outside, we are fortunate to have a splendid administrator, Mrs. Fogson. To her we owe a great part of the credit for our continued excellent standing in the community.

In conclusion may I say that serving The Heritage as your President during the past five years has been a heart warming experience. I have never had the pleasure of working with a more dedicated or hardworking group. This fact, plus the co-operation received from the Directors, has made possible the advances achieved. My special thanks to Mr. Bradley and Capt. Hindes for their confidence in, and always helpful advice to the President. And my affectionate appreciation to a wonderful Board for their friendly encouragement and generous support.

Respectfully submitted,

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 9, 1963, immediately following the adjournment of the annual meeting of the Society.

The following directors, being a quorum of the Board were -

<u>PRESENT</u>	Joseph A. Moore, Jr.	Fentress Hill, II
	David L. White	Harold G. King
	Barrett G. Hindes	Charles J. Bradley
<u>ABSENT</u>	Chalmers G. Graham	Paul A. Miller
	Cecil O. West	William Pflueger
	Ferard Leicester	Frank F. Walker

The first order of business, being the election of officers of the Board for the ensuing year, the report of the nominating committee was read by the Chairman of that Committee, Mr. Barrett G. Hindes.

Upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

President	Joseph A. Moore, Jr.
1st. Vice President	David L. White
2nd. Vice President	Harold G. King
3rd. Vice President	Cecil O. West
Secretary	Barrett G. Hindes
Treasurer	Barrett G. Hindes

The President appointed the following committees and special officers -

Executive	Joseph A. Moore Jr. Chairman David L. White Barrett G. Hindes
Investment	Harold G. King, Chairman Wm. Pflueger, Vice Chairman Paul A. Miller Fentress Hill, II. Barrett G. Hindes
Director of Real Estate	David L. White
Insurance Consultant	Cecil O. West
New Building	Barrett G. Hindes, Chairman Mrs. Wm. H. Nigh Mrs. C. B. Porter

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- at Childrens Hospital and funds to purchase the Francisco Street flats.
- 1954 The Society initiated plans to merge with the Crocker Old People's Home.
- 1958 The Perry Building was dedicated and now this enlarged family would include both men and women.
- 1959 It was decided to call the home of Laguna Street The Heritage.

Report for May 1988 - April 1989

The Long Range Planning Committee Chaired by Mrs. Frank Abbott and Mrs. Piero Mustacchi initiated an Age and Depreciation Study by Barker Associates. The objective was to review the physical condition of our facility and identify those areas where repair, replacement or re-design are anticipated now or will need to be accomplished in the next ten to twenty years. The study also includes a building survey on special needs of the elderly and will include recommendations for their safety. Experts in the fields of electrical, heating, plumbing, roofing and structural engineering have made in depth in-house inspections. Barker Associates are in the process of compiling a final report.

Mrs. Theodore Eliot, Chair of the Public Nutrition Program reported that during the period of June '88 through March '89, The Heritage provided 103,970 meals, averaging 11,552 meals per month at an average cost of \$2.59 per meal. Negotiations are currently underway for the new contract year.

The Garden Renovation had to be put on hold because of the continuing drought. Mrs. Robert Sherman, Chairman and her committee are working with a landscape architect making plans to restore the front areas and install a new water conservation irrigation system.

Personnel, Policy and Procedures Chairman, Mrs. Peter Avenali and her committee have completed an update of By-laws, Resident Contracts, Committee descriptions and responsibilities, Policies and Resident and Employee Manuals.

The House Committee, Chaired by Mrs. George Dodge and Mrs. Robert Hiller, have had reupholstered a couch and three chairs for the Health Center sitting room, replaced shades in 2nd floor Morgan and 3rd and 4th Perry Building sitting rooms. In addition, they have had repaired and cleaned several oriental carpets throughout and replaced carpet in several areas.

Special Events Chairmen, Mrs. Robert von der Lieth and Mrs. Phillips Stackhouse provided elegant celebrations for Dr. Henderson's 20th anniversary at The Heritage and for our own 135th Birthday. The Christmas Party with all the garlands, the beautiful tree and carols was a festive event.

Mrs. Jerrold Applegarth, Chairman of the Health Care Committee reports that the new electric beds with special mattresses installed last August have enhanced the comfort of the patients. The services provided by the C.P.S. Pharmaceutical Company continues to be excellent. Their in-service programs and attention to the latest advances in drug therapy are timely and helpful to the nursing staff and patients. The department

of Gerontology at U.C.S.F. School of Nursing has made arrangements with our Director of Nursing to have a graduate student intern at The Heritage one day a week for ten weeks. Miss Helms will serve as her preceptor. It is a credit to the capability and recognition of our Director of Nursing, Miss Helms, and to The Heritage that we were chosen for this internship.

The Food Committee, Chaired by Mrs. Robert von der Leith met with the Residents' representative and the Food Service Director monthly to assess the menus and resident preferences. Notable changes this past year have been the addition of low cholesterol menus and more low sodium choices.

I thank all of the officers of the board and the committee chairmen and those who served with them for their cooperation and support.

Special thanks are due:

To the committees and chairman of the following: Admissions, Mrs. Charles Hall; Resident Council, Mrs. Peter Avenali, Nominating, Mrs. James Lowe Hall; The Ferguson Fund, Mrs. Robert Reinecke, and Orientation, Mrs. Richard De Mott.

To the staff who with their dedication to the highest service make it all work, everyday, all day.

To the advisory Council and The Two Boards of The Heritage whose commitment and devotion over many years is the strength of this organization.

The tradition continues.

Respectfully submitted,  
*Betty C. Leonards*  
Mrs. Richard Leonards,  
President  
Board of Managers

AAB701

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

ANNUAL MEETING

May 5, 1988

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco on May 5, 1988. The following members were present: Trustees Messrs. Bennington, Matthews, Morshead, Sable, Otto, Perkins, Scollin and White; Managers, Mesdames Abbott, Applegarth, Avenali, DeWitt, Dodge, Finley, Gallatin, Hall, Hall, Jr., Hiller, Lampen, LeFevre, Moller, Reinecke and Tight. Managers also serving as Trustees are Mesdames Abbott and Hall. The following guests were present: Mr. Edward J. Benedict, Administrator, Ms. Marla Long, Assistant Administrator, and Advisory Council members, Mesdames Logan, McDaniel and Nigh.

A quorum being present, the meeting was called to order by Chairman David L. White at 2:00 p.m.

It was moved, seconded and carried (Mr. Otto, Mr. Morshead) that the minutes of May 7, 1987 be accepted as mailed with the following correction: It should be noted that the members of the Board of Managers to serve on Trustees for the year 1987-88 were unanimously appointed to serve until their successors are elected and qualified.

Mr. Perkins presented the report of the Chief Financial Officer. He commented on the Peat Marwick Audit dated March 25, 1988. The balance sheets show the Heritage in a strong financial position with a net equity of almost \$6.5 million which is about \$200,000 less than the prior year. Marketable investment securities and real estate are shown in the balance sheet at cost. The market values were at least 10 million higher. Thus, net equity on a market value basis would be \$16.5 million. The Operating statement shows a bottom line excess of expenses over revenue of \$191,000 for 1987. In 1986, the results reflected a gain of about \$131,000. Thus, there was a swing of \$322,000. Donations and bequests were about \$150,000 lower than in 1986. Gains on sale of investments were \$150,000 lower and dividends and interest were \$50,000 lower. These downside swings were partially offset by an increase of almost \$130,000 in rental income. The annual report to the State of California Department of Social Services, which is certified to by Peat Marwick, shows the Heritage assets available for reserves to be about \$8 million in excess of statutory reserve requirements. This \$8 million is computed with securities at market but real estate valued at cost. If appraised (market) values were used for real estate this excess would be increased substantially. There were no management letter comments by the auditors this year and we were advised by Peat Marwick that nothing was noted that would require concern or attention insofar as the accounting records and controls and the financial reports are concerned. Stephanie Oakes, Controller, is to be complimented for the neatness and accuracy of the accounts and records which she keeps. In closing Mr. Perkins reviewed the March Heritage financial statement.

In discussion, it was moved, seconded and carried (Mr. Morshead, Mr. Matthews) to retain Peat Marwick as our auditors for next year.

Mr. Otto, Chairman, presented the report of the Investment Committee. He summed up by stating that we have had a very confusing stock market this year. We have sold some of our stocks reinvesting the proceeds in U.S. Treasury bonds which have been staggered to mature from September 1989 through January of 1995. He feels that our portfolio is in excellent condition being representative and conservative.

Mr. White, Chairman of the Board of Trustees presented a brief report. He commented on the Van Ness Avenue Property which was appraised this year as part of the long term lease clause which calls for reappraisal of the property every 10 years. The results of the appraisal were disappointing. The rent of the

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Mr. H. S. Anderson, was reappointed to serve the  
Secretary and Assistant Treasurer for the  
year, at the monthly fee of \$550.00.

The following additional resolutions were also passed  
unanimously -

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of John Forbes and Company, C. P. & San Francisco are reappointed auditors for the Society for the ensuing year.
3. That the firm of Schofield, Hanson, Bridgett, Marcus and Jenkins, attorneys, are reappointed attorneys for the Society, under the same general terms as previously.
4. That the commercial and savings accounts with Wells Fargo Bank, be continued in accordance with resolutions attached hereto and made a part of these minutes.

No further business appearing, upon motion, the meeting was declared adjourned.

  
B. G. Hindes  
Secretary.

**RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS**

AMERICAN TRUST COMPANY be, and it is hereby selected as a Depository for all drafts withdrawing said funds may be signed.

	NAME	TITLE
1.	Joseph A. Moore Jr.	President
2.	David L. White	1st. Vice & Pres.
3.	Harold G. King	2nd. Vice - Pres.
4.	Barrett G. Hindes	Treasurer
5.	H. S. Anderson	Asst. Treas.
6.		

OTHER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay all checks and drafts of this corporation signed as provided herein, whether or not payable to person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing my other employee or agent of this corporation, and may be endorsed in writing or by stamp or without the designation of the person so endorsing.

**OTHER RESOLVED:** that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by the depositary at the office at which the account is kept; and that the certification of the secretary and assistant secretary as to the continuing authority of this resolution and the persons authorized and their signatures, shall be binding upon this corporation."

hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of this corporation at a meeting of said Board ~~recently held on~~ on ~~the~~

19 — and that said resolution is still in full force and effect.  
I further certify that the signatures appearing on the reverse side of this card are the signatures  
of persons authorized to sign for and on behalf of this corporation.  
In witness my hand and the seal of this corporation this \_\_\_\_\_ day of \_\_\_\_\_

(SEAL)

Sacred

Name of Contractor:

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 9, 1963, immediately following the adjournment of the annual meeting of the Society.

The following directors, being a quorum of the Board were -

<u>PRESENT</u>	Joseph A. Moore Jr. David L. White	Barrett G. Hindes Fentress Hill, II.	Harold G. King Charles J. Bradley
<u>ABSENT</u>	Chalmers G. Graham Cecil O. West	Ferard Leicester Paul A. Miller	Wm. Pflueger Frank F. Walker

The first order of business, being the election of officers of the Board for the ensuing year, the report of the nominating committee was read by the Chairman of that Committee, Mr. Barrett G. Hindes.

Upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

President	Joseph A. Moore Jr.
1st. Vice President	David L. White
2nd. Vice President	Harold G. King
3rd. Vice President	Cecil O. West
Secretary	Barrett G. Hindes
Treasurer	Barrett G. Hindes

The President appointed the following committees and special officers.

Executive	Joseph A. Moore Jr. Chairman David L. White Barrett G. Hindes
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Investment	Harold G. King, Chairman Wm. Pflueger, Vice Chairman Paul A. Miller Fentress Hill, II. Barrett G. Hindes
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Director of Real Estate	David L. White
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Insurance Consultant	Cecil O. West
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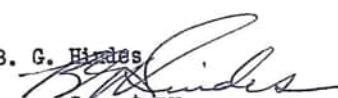
New Building	Barrett G. Hindes, Chairman Mrs. Wm. E. High Mrs. C. B. Porter
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Mr. H. S. Anderson, was reappointed to serve the Board as Assistant Secretary and Assistant Treasurer for the ensuing year, at the monthly fee of \$500.00.

The following additional resolutions were also passed unanimously -

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of John Forbes and Company, C. P. A. San Francisco are reappointed auditors for the Society for the ensuing year.
3. That the firm of Schofield, Hanson, Bridgett, Marcus and Jenkins attorneys, are reappointed attorneys for the Society, under the same general terms as previously.
4. That the commercial and savings accounts with Wells Fargo Bank, be continued in accordance with resolutions attached hereto and made a part of these minutes.

No further business appearing, upon motion, the meeting was declared adjourned.

B. G. Hines  
  
Secretary.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Wednesday, June 12, 1963 at 2:30 p.m.

The President of the Society, Mr. Joseph A. Moore, Jr. presided at the meeting.

<u>DIRECTORS</u>	Joseph A. Moore, Jr.	Barrett G. Hindes
<u>PRESENT</u>	David L. White	Fentress Hill, II.
	Charles J. Bradley	Paul A. Miller
	Harold G. King	Wm. Pflueger

<u>DIRECTORS</u>	Cecil O. West	Ferard Leicester
<u>ABSENT</u>	Chalmers G. Graham	Frank F. Walker

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of meetings held on the following dates - December 6, 1962, December 20, 1962, February 6, 1963, February 19, 1963 - held more particularly with reference to the changes in The Jack Tar Company lease, and of the organization meeting of the Board held on May 9, 1963.

Upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted as published.

The President stated that the next order of business at these quarterly meetings is to receive and consider the report of the Investment Committee. The Chairman of that committee, Mr. King, stated that owing to the limited time available before the calling of this meeting, a full report by the newly appointed committee could not be made. He reported however that consideration had been given to providing the necessary fund for the completion of the new plant at 3400 Laguna Street, as certain bonds were maturing or had been called. His committee recommended that 524 shares of Sears Roebuck & Company be sold, as the value of this holding appeared to be larger than desirable for the portfolio.

The President then requested the directors to consider the report of the Investment Committee and upon motion duly passed the recommendations contained therein were accepted and the Treasurer was requested to arrange for the completion of the transactions involved.

The Treasurer and Chairman of the Building Committee, Mr. Hindes, reported on progress being made toward the completion of the new infirmary building and discussed arrangements being made to provide the necessary funds for payments as they are required. He further stated that the building Committee had carefully gone over the proposed plans of the landscape architect for the rebuilding of the garden area, and after making several changes,

stocks, the investment portfolio the following odd lots  
26 shares Phillips Petroleum  
24 " Morgan Guaranty Trust  
30 " Chemical Bank NY Trust  
34 " Public Service Electric & Gas  
20 " Ford Motor

up to \$70,000 in the following:  
\$35,000 more or less in F.M.C. Corporation shares  
\$35,000 " " " P.R. Donnelly Corp. shares

proceeds of above sale, and with available cash,  
then due motion and second, it was ordered that these recommendations  
be carried out into effect.

Mr. King also discussed some securities of questionable  
value and present value. He presently kept in the office of the Society, and stated  
that the value would give instructions formally with respect to their value  
and disposition.

Office Assistant Secretary, Joseph P. Pedroni, reported that the  
safe combination had been changed and personally handed  
the code to Messrs. White, Hill and Miller.

No further business appearing, upon motion duly passed,  
the meeting was adjourned.

*Paul G. Miller*

Paul Miller, Secretary

SAN FRANCISCO LADIES' PROT

pecial meeting of the INVESTMENT  
San Francisco Ladies' Protect  
office of Wells Fargo Bank, 4  
ifornia, on Wednesday, March 2nd,

man Harold G. King presided at

ENT: Harold G. King  
Paul Miller

II: William Pflueger

Jack S. Logan was appointed to t  
mancy created by the resignati

man King stated that this meeti  
portfolio, as is customary, pric  
the Board of Directors, and to ma  
consideration that seemed advi  
Mr. Fentress Hill ll has resign  
Directors and of the Investment  
to the east coast for a new bus

On the quarterly Investment Fur  
"Percentage of Investment Fund"

Worthless securities, discussed  
29, 1965, are to be cremated up  
following evaluation of same by  
of Wells Fargo Bank.

When securities are received by  
turned over to Wells Fargo Bank  
inclusion in the investment por  
such securities. If not already  
portfolio the issue is to be sc  
not exceed \$ 5,000.

Cash in savings account is to r  
at the next quarterly meeting i

*lps*  
Joseph H. P. Peck  
Assistant Sec

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Wednesday, March 2, 1966, at 2:30 p.m.

President of the Society, David L. White, presided at the meeting.

DIRECTORS PRESENT	David L. White Cecil O. West Ferard Leicester Lemuel H. Matthews George J. Otto	Harold G. King Paul A. Miller Jack Logan Joseph A. Moore, Jr.
DIRECTORS PRESENT	Fentress Hill II Chalmers G. Graham	Charles J. Bardley William Pflueger ✓

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

President stated that each of the Directors had received copies of the meeting held on Wednesday, December 1, 1965, and upon motion duly passed, it was resolved that the reading of these minutes be waived, there being no errors or omissions, and that they be accepted and published.

After discussion, motion and second, the following actions were approved:

Investment Committee recommended no change be made in portfolio at the present, and to defer consideration thereof until next quarterly meeting.

Fentress Hill II has resigned as a member of the Board of Directors due to his removal to the east coast for a new business connection. Letter of acceptance and regret will be sent him by President White.

Jack S. Logan accepted appointment on the Board of Directors and was also appointed to the Investment Committee.

Lemuel H. Matthews accepted appointment on the Board of Directors. He explained that any possible conflict of interest mentioned in the minutes of the special meeting of the Board on December 1, 1965, was easily resolved because it was strictly limited to assisting clients of "The Heritage" in drawing wills. He further stated that if any occasion arise where his being attorney for a resident might constitute a conflict of interest he would withdraw as attorney for such resident.

Mrs. Anna B. Pogson, Administrator of "The Heritage" an employee of the Board of Managers, has been given the combination to the office of Pedroni. Board member Cecil O. West stated he would arrange coverage for this exposure under our fidelity insurance.

A letter from a State social worker forwarding our approved renewal license stated the Society stood in high favor with the

re, and indicated further a desire  
t with the Board of Directors.  
useful acknowledgment and suggest  
d of Managers who are closer to the  
"The Heritage".

ment of settlement was received and  
on behalf of this mother, Mrs. Mae A.  
resident. This sum is credited to our

Thomas Jenkins, a subsidy claim for  
t the trust estate of Mrs. Mabel  
February 19, 1966. This action was  
ur subsidy for care of this resident  
ancy of one third of the trust estate.  
subsidy claims would be appropriate  
r normal one-third estate expectancy.

are received by the Society they  
argo Bank, Agency Account 1-9164  
portfolio if it already carries such  
uded in the investment portfolio,  
e market value does not exceed \$ 5,000

d of Managers of the Society was  
.00 for the year, an increase over  
of items heretofore not included but  
cludible in the per capita cost

Don motion duly passed, the meeting

*G. Miller*  
Miller, Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

cial meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, California Street, San Francisco, on Wednesday, April 6, 1966, at 9 a.m.

President of the Society, David L. White, presided at the meeting.

<u>MORS</u>	David L. White	Harold G. King
<u>MT</u>	Cecil O. West	Lemuel H. Matthews
	Joseph A. Moore, Jr.	George J. Otto
	William Pflueger	
<u>MORS</u>	Paul A. Miller	Charles J. Bradley
<u>T</u>	Chalmers G. Graham	Ferard Leicester
	Jack Logan	

rum of the Directors being present, and the meeting having been called, the President announced that the meeting would proceed the transaction of business.

President reviewed the background of conferences and communications the San Francisco Redevelopment Agency first contacted the Society '65 for the purpose of having the Society execute an Owner Participation agreement with the Agency covering the Van Ness Avenue land on which the Fair Hotel is located.

Attorney, Mr. John Steinhart, gave his opinion on several possible courses of action, and answered various questions of the board on the subject of this agreement.

Further discussion, motion was duly made, seconded, and approved unanimously by the board members that the agreement be entered into until attorney Steinhart obtains the consent of the Agency to the following addition to paragraph 3 of the Agreement:

It is further agreed that the within Agreement is subject to the terms and conditions of and the rights of the Lessee under said lease hereinabove referred to in Paragraph 1 hereof and that nothing herein contained shall vary, amend or affect or be deemed to modify, or affect any of the terms, covenants or conditions of said lease. It is further specifically agreed that the effectiveness of this Agreement is conditioned upon the Lessee entering into and continuing to be bound by an Owner Participation Agreement with the Agency whereby said Lessee agrees to participate in the redevelopment of the property in conformity with said

President read the minutes of the meeting held on Wednesday, March 16, 1966, and they were accepted on motion duly passed. Copies of the minutes were then provided all Directors present, and mailed to those absent Directors.

After the above business had been transacted, the meeting was adjourned.

No further business appearing, upon motion duly passed, the meeting  
was adjourned.

Paul A. Miller, Secretary

ANNUAL MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on Thursday, May 5th, 1966, at 2:00 o'clock p.m.

The meeting was called to order and presided over by the President of the Society, Mr. David L. White.

The President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members (a majority) being present, as required by the by-laws, the meeting was in order and competent to act.

The President stated that the reading of the minutes of the last annual meeting held on May 6, 1965, was now in order, but on motion passed, it was resolved that the reading of these minutes be dispensed with and that they be accepted as written in the minute book.

The President then welcomed all the members of the Society present to the annual meeting and the opportunity it afforded the members to discuss any matters which may better the service rendered by the Society to the Community.

The President's report briefly covered the following subjects:

Letters of resignation from the following directors were read and accepted with regret:

Fentress Hill II, 1st Vice President and Director  
F. Walker, Director

New directors added during the year were named as:

Jack S. Logan  
Lemuel H. Matthews

A comparison of the financial situation at December 31, 1965, with that at December 31, 1960, was presented, showing a significant overall increase in the assets of the Society.

The tax situation remained unchanged, but our Real Estate tax exemption continues to be threatened by proposed State legislation. Our federal exemption as a charitable organization, while not immediately endangered, would suggest changes in our accounting to more nearly line up with federal standards and yardsticks for measuring such exemption.

A letter from Mrs. Joan L. Vaughan, Institutions Representative State Department of Social Welfare was read. This letter formally notified the society of its license renewal for the year to 7/24/67, and suggested a meeting with the Board of Directors. The President reported that instead, he met with Mrs. Vaughan for a gratifying conference.

her report, copy appended hereto. Briefly she cited the various improvements effected during the year in the facilities and equipment; the changes in the Board of Managers membership; and made two significant recommendations:

1. Establish a fourth committee composed of members of both boards, to meet regularly and determine over-all policies.
2. Employ an expert to set up the Medicare program in this Home, and if and when such action is eventually decided upon by concurrence of both boards.

Other appropriate remarks were made about "The Heritage" population, admissions and departures, infirmary, food costs, and occupational activities.

The Treasurer of the Board of Managers, Miss Helen Bridge, offered pertinent remarks explaining minor changes in the budgeting procedure variations in the expenditures under some budget categories, and commented favorably upon the recently improved financial reporting presented to the boards. She recommended that the accounting system be improved and modernized, that Medicare be studied carefully to make sure whether we should or should not enter the program, and pointed out the cost accounting involvements surrounding such program.

A general discussion was held upon the pros and cons of the Medicare program, with a final recommendation by President White that each board carefully consider all phases of it and come to independent official recommendations as to whether we should or should not participate.

Upon motion duly made, seconded and carried, the reports of the various officers are accepted and ordered spread upon these minutes.

Upon motion being made and seconded it was:

RESOLVED: That the minutes of the meetings of the Board of Directors of this corporation during the past calendar year be, and they hereby are in all respects approved; and that the resolutions therein set forth be, and they hereby are severally adopted, approved, ratified and confirmed; and that all action of every kind taken by any officer or officers of the corporation, pursuant to any such resolution, action approved, ratified and confirmed.

The President announced that nominations to the Board of Directors were in order. The following persons were nominated to serve on the Board of Directors for the ensuing year:

Charles J. Bradley  
Harold G. King  
Paul A. Miller  
George J. Otto  
Cecil O. West  
Lemuel Matthews

Chalmers G. Graham  
Ferard Leicester  
Joseph A. Moore, Jr.  
William Pflueger  
David L. White  
Jack Logan

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Improvements either from Society Funds or Gifts included  
painting, carpeting the dining room, thermostats for boiler rooms,  
the Infirmary Day Room done over, new linoleum in Mrs. Popson's  
cottage, a new games room on the Third Floor developed from waste  
site, side walk repairs, new refrigerators, vacuum cleaner, duplicating  
machine, new copper pipes in part of the Old Building, chairs for  
the Hobby Room, and from donations we obtained plants and trees,  
gutter, examining table, incubator, walker, three hospital beds,  
picture, bridge table and complete silver service, books and many  
gifts of money.

The Board lost by resignation Mrs. James Skene. Mrs. Hazel  
Lyons was made an Honorary Member, and we were fortunate to add  
of new Board Members, who have already shown their interest and  
solidarity with our work. Mrs. Lee Bailey, Mrs. Jackson Bean,  
Mr. William Kent, Mrs. Rienkien and Mrs. Kenneth Pinney.

Before concluding I would like to make two recommendations to  
the Directors.

1. That there shall be a fourth committee, men and women  
from the Boards to meet regularly and determine overall  
policies. There is a great lack of common knowledge, aims  
and proceedings existing between the two Boards, which  
weaken the structure of our work.
2. After spending almost a year studying Medicare and working  
with C. I. H. A. and the Department of Public Welfare, I strongly  
recommend that an expert be employed to set up the Medicare  
Program in this Home.

In conclusion I want to thank all the Board Members who have  
worked with me during the past. Mr. White for his cooperation at  
all times, and Mrs. Pearson who has so cheerfully borne with me  
the trials and responsibilities of my years as President, and who  
has also given me the pleasure of unfailing interest and assistance.

May 5, 1966

ANNUAL MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Page 3

The number of nominations is within the prescribed number set forth in the by-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twelve persons nominated by the above motion had been properly elected Directors of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that nominations to the Board of Managers were in order, whereupon, on motion duly made and seconded, the following 26 persons were nominated to serve on the Board of Managers for the ensuing year:

Mrs. Leo Bailey, Jr.	Mrs. Jackson P. Bean
Mrs. W. K. Bowes	Miss Helen Bridge
Mrs. Edwin L. Bruck	Mrs. Donald Craig
Mrs. A. C. Griffith	Mrs. Ernest L. Gunther
Mrs. David Houston	Mrs. Wm. Kent
Mrs. Edwin V. Krick	Mrs. Francis Lloyd
Mrs. Jack Logan	Mrs. Richard H. Marshall
Mrs. Lawrence V. Metcalf	Mrs. Wm. H. Nigh, Jr.
Mrs. Byron Nishkian	Mrs. Chas. A. Noble, Jr.
Mrs. Warren C. Perry	Mrs. Kenneth Pinney
Mrs. G. B. Porter	Mrs. Philippine S. Rettenmayer
Mrs. Walter Schilling	Mrs. Chas. E. Smith
Mrs. Scott Knight Smith	Mrs. John T. Stephenson

The number of nominations is within the prescribed number set forth in the by-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the 26 persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

The President stated that this completes the regular work of the members of the Society at this meeting and thanked those present for their assistance throughout the year.

Factor Charles Bradley again offered a recommendation, made at the previous annual meeting, that definite action be taken with respect to the Society owned flats on Francisco Street, adjacent to "The Heritage". Mrs. Logan and other members voiced their earnest desire to see the flats demolished and replaced by an auditorium, recreation hall, meeting room, since present facilities for such purposes are inadequate. The President agreed that this matter should and would given serious consideration.

There being no further business presented, the meeting, upon motion duly made, seconded and carried, was declared adjourned.

*Paul A. Miller*  
Paul A. Miller, Secretary-Treasurer

ORGANIZATION MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 5, 1966, immediately following the adjournment of the annual meeting of the Society.

The following Directors, being a quorum of the Board were:

<u>SENT:</u>	David L. White Charles J. Bradley Lemuel P. Matthews	Cecil O. West Jack S. Logan
<u>SENT:</u>	Harold G. King Chalmers G. Graham Joseph A. Moore, Jr. William Pflueger	Paul A. Miller Ferard Leicester George J. Otto

The first order of business, being the election of officers of the Society for the ensuing year, the report of the nominating committee was read by the Chairman.

A motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year and until their successors are elected and have qualified:

President	David L. White
1st Vice President	William Pflueger
2nd Vice President	George J. Otto
3d Vice President	Cecil O. West
Secretary-Treasurer	Paul A. Miller

The President, Mr. White, appointed the following committees and special officers of the Board of Directors to serve for the ensuing year:

EXECUTIVE

David L. White, Chairman
Joseph A. Moore, Jr.
William Pflueger
Cecil O. West

INVESTMENT

Harold G. King, Chairman
William Pflueger
Jack S. Logan
Paul A. Miller

DIRECTOR OF REAL ESTATE - - David L. White

INSURANCE CONSULTANT - - - Cecil O. West

The following additional resolutions were also passed unanimously:

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of Hanson, Bridgett, Marcus and Jenkins, are reappointed attorneys for the Society, under the same general terms as previously.

(over)

3. That the appointment of auditors be deferred pending further possible change in accounting procedures. Upon motion duly made, seconded and passed, the Executive Committee was empowered to reappoint John F. Forbes Company, or to select a qualified replacement.
4. That the commercial and savings accounts with Wells Fargo Bank be continued in accordance with the following resolution:

Resolved, that Wells Fargo Bank be, and it is hereby selected as a Depositary of the funds of this Organization.

Further Resolved that Wells Fargo Bank is authorized to honor and pay any and all checks and drafts of this Organization signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this Organization by any of the foregoing or by any other employee or agent of this Organization, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

Further resolved that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of this Organization shall have been received by said depositary at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this Organization.

The signatures authorized by the foregoing resolution follow:

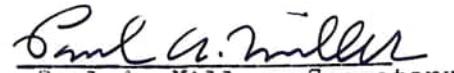
Directors' Savings Account 358635  
Directors' Commercial account #21-22292

Any two signatures:  
David L. White  
William Pflueger  
George J. Otto  
Cecil O. West  
Paul A. Miller  
Joseph P. Pedroni

Residents' Trust Fund, account 21-12489

Any two signatures:  
David L. White  
Paul A. Miller  
Joseph P. Pedroni  
Anna B. Pogson

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

  
Paul A. Miller, Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, California Street, San Francisco, on Wednesday, June 1, 1966, at 5 p.m.

President of the Society, David L. White, presided at the meeting.

MEMBERS

PRESIDENT:

David L. White  
Charles J. Bradley  
Lemuel H. Matthews

Cecil O. West  
Ferard Leicester  
Joseph A. Moore, Jr.

DIRECTORS

V.P.:

William Pflueger  
Paul A. Miller  
Harold G. King

George J. Otto  
Chalmers G. Graham  
Jack S. Logan

Four of the Directors being present, and the meeting having been called, the President announced that the meeting would proceed to the transaction of business.

President introduced Mrs. Wm. H. Nigh, Jr., Past President, and Helen Bridge, Treasurer, of the Board of Managers of the Society, telling they had been invited to join in the discussion of subjects to be introduced at the meeting.

President also introduced Mr. John Steinhart, stating he had been invited to present further information concerning the Owner Participation Agreement pending with the San Francisco Redevelopment Agency.

Members of the Investment Committee being present, discussion of the investment portfolio and situation was deferred.

Minutes of the special meeting of April 6, 1966, were read, motion duly passed were approved as read. Copies were mailed to the directors present and will be mailed to those absent.

John Steinhart discussed the zoning situation as it could affect the Society's Van Ness property and felt that this should be considered before signing the Owner Participation Agreement. He also discussed his letter of May 10, 1966, to the Redevelopment Agency, copy of which is attached to these minutes, and indicated acceptance of said letter by the Agency would clear the way for signature of the Society on the agreement. He, also, asked for Board approval of his engagement by Island Life Insurance Company, a co-tenant on the Van Ness property, legal adviser on tax matters, and stated he did not feel there was conflict of interest in his handling of our present situation and his engagement.

Motion duly passed, the Board approved Mr. Steinhart's new relationship, and once more agreed that the Owner Participation Agreement be signed by the Society as further amended by his letter suggestion May 10, 1966, part of these minutes. Following this action, Mr. Steinhart excused himself from the meeting.

Helen Bridge next addressed the meeting on the subject of whether, to what extent the Society should involve itself in the Medicare program. She reported having conferred with our attorney, Mr. Thomas Burns, on the subject, and Mrs. Nigh gave her confirmation to the

as the Ladies' Protection and Relief Society has until January 1967 to apply for accreditation as an Extended Care Facility under Medicare. The Board of Managers recommends to the Board of Directors the following:

1. That we give consideration to setting up our books on a cost accounting basis.
2. That we discuss Transfer agreements with one or more hospitals.
3. That we delay printing new contracts, but add a supplemental agreement for all new residents until such time as a decision is reached regarding payments from Medicare under the insurance program.
4. That a joint committee representing both Boards be appointed to further study Medicare and to make recommendations on our participation."

Following her presentation considerable discussion was had, with some comment that the Society remain completely disengaged from any Medicare relationships, and other comment concerning our past action in causing our residents to apply for Medicare cards, the \$3.00 monthly cost being subsidized by the Society, and the effects upon the residents of any decision to drop such subsidy. Discussion ended with the understanding that further investigation, as recommended by Miss Bridge above, be continued, to end with another early meeting with the Board of Directors.

The subject of engaging Society auditors for the forthcoming year was brought up, and on motion duly passed the Executive Committee was authorized to investigate the situation, as it relates to the recommendations made by the Board of Managers, and to engage such auditors at their discretion.

No further business appearing, upon motion duly passed, the meeting was adjourned.

Paul A. Miller  
Paul A. Miller, Secretary

*PP WTH*  
6-1-66

SEE H. STEINHART  
1965-1966

- M. J. GOLDBERG  
- L. FEIGENBAUM  
- JEFF A. LADAR  
- M. H. STEINHART  
- E. FALCONER  
- IRVING T. TEPPERMAN  
- SEPPH J. CARTER  
- ESIBA FRANKEL  
- LEVIN D. MORGENSEIN  
- ERIC H. MONHEIMER  
- ALICE M. COWAN  
- REED L. de BAUBIGNY  
- LEWIS REID  
- DONALD SMITH

LAW OFFICES OF  
STEINHART, GOLDBERG, FEIGENBAUM & LADAR  
ONE ELEVEN SUTTER  
SAN FRANCISCO, CALIFORNIA 94104  
(415) 392-6430

May 10, 1966

Mr. Henry F. Davis  
Agency General Counsel  
San Francisco Redevelopment Agency  
525 Golden Gate Avenue  
San Francisco, California

Dear Mr. Davis:

I have been requested by the San Francisco Ladies Protection and Relief Society to further strengthen the provisions of Paragraph 3 of the Participation Agreement as far as they relate to the relations between the Society and its Lessee. Accordingly, would you please revise the second to the last sentence of Paragraph 3 to read as follows:

"It is further agreed that the participation of the participating Owner in the redevelopment of the property in conformity with the Plan, the Declaration of Restrictions, the applicable laws and the terms of the within Agreement are subject to the terms and conditions of and the rights of the Lessee under said lease hereinabove referred to in Paragraph 1 hereof and that nothing contained in said Plan, in the Declaration of Restrictions, in the applicable laws or herein in this Agreement contained shall abrogate, modify, amend or affect or be deemed to abrogate, modify, amend or affect any of the terms, covenants or conditions of said lease."

In addition, the Society also wishes to procure the written consent of the Lessee to the participation by the Society in the Redevelopment Plan. Accordingly, attached to the Owner Participation Agreement should be the following:

et

TO PARIS PRO WELT  
MAY 1945. FRANZOSISCHE, DEUTSCHE, ITALISCHE  
UND ANDERE LÄNDER DER  
EUROPEISCHEN UNION  
SIND DABEI.

Mr. Henry F. Davis  
May 10, 1966  
Page Two

"The undersigned THE JACK TAR CO., a Texas corporation, and WESTLAND LIFE INSURANCE COMPANY, a California corporation, successors in interest to the Lessee's interest in and to the lease hereinabove referred to in Paragraph 1 of the foregoing Agreement (i.e. lease dated December 20, 1956 by and between San Francisco Ladies Protection and Relief Society as Lessor and C. A. Sammons as Lessee, and subsequent amendments thereto and assignment of the Lessee's interest thereunder) do hereby consent to the execution of the foregoing Agreement by said San Francisco Ladies Protection and Relief Society and to the participation by said San Francisco Ladies Protection and Relief Society in the redevelopment of the property in conformance and in accordance with the Plan of Redevelopment referred to in said Agreement, in accordance with the Declaration of Restrictions referred to in said Agreement, in accordance with the terms of said foregoing Agreement and in accordance with the laws applicable to the redevelopment of said property."

Very truly yours,

John H. Steinhart

JS:esl

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Tuesday, September 13, 1966, at 2:30 p.m. The President of the Society, David L. White, presided at the meeting.

<u>DIRECTORS</u>	David L. White	William Pflueger
<u>PRESIDENT:</u>	George J. Otto	Cecil O. West
	Harold G. King	Jack S. Logan
	Lemuel H. Matthews	

<u>DIRECTORS</u>	Paul A. Miller	Charles J. Bradley
<u>PRESENT:</u>	Chalmers G. Graham	Ferard Leicester
	Joseph A. Moore, Jr.	

A quorum of the Directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

A motion duly passed, the minutes as printed and distributed to the card members for the Annual Meeting of May 5, 1966, and the Directors' special meeting of June 1, 1966, were approved and accepted.

At a meeting held Wednesday, August 10, 1966, at 4:00 p.m., the Investment Committee reviewed the investment portfolio and recommended that no changes be made therein for the present.

The President read a letter from Director Charles J. Bradley tendering his resignation due to retirement and ill health. The Board preferred it to accept it for the time being, in the hope that Mr. Bradley will regain his health and decide to continue his able services to the Society. Mr. White will so inform Mr. Bradley.

A letter of resignation from Mrs. Anna B. Posson, resident Administrator of the Society, effective January 15, 1967, or sooner, was read. After some discussion concerning her long period of good and faithful service to the Society (since 1928), a motion was duly passed to grant Mrs. Posson a lifetime pension of \$500.00 per month, commencing with the month following the last payroll check issuance to her.

A letter from Joseph E. Tirney, Assessor of San Francisco City and County, was read, and informed the Society that recent changes in the Welfare Exemption statutes require that our Articles of Incorporation must contain a statement of irrevocable dedication to only charitable purposes in order to qualify for property tax exemption. President White will check with our attorney to determine if any changes are necessary for proper filing in order to preserve our tax exempt status.

Mr. White announced that the Owner Participation Agreement with the Redevelopment Agency had been signed by the various representatives of the lessees on the Van Ness property, and would now be sent to the Agency for final completion and return of a fully executed copy to the Society. He stated that he would write a

Van Ness property has been increased to \$408,000 per year as of July 1, 1987 for the next ten years as a result of the reappraisal. He finished by thanking the Board of Managers for their outstanding and dedicated work.

In the absence of Mrs. Leonards, President, Mrs. Applegarth presented the annual report of the Board of Managers. This report will be on file at The Heritage.

Mr. Benedict presented the report of the Administrator. This is his fourth annual meeting and he praised both the Board of Managers and the Board of Trustees for the work they do for The Heritage. He gave statistics on the current makeup of residents at The Heritage. He brought attention to the fact that The Heritage has many long term staff members, noting that this year we have celebrated the 20th, 25th and 15th anniversary of employees working for the home. Next Saturday, May 7th there will be a celebration for Dr. John Henderson, our medical director, marking 20 years of service to The Heritage. Society members are invited to attend. Last of all he noted that the California Association of Homes for the Aging will have their annual meeting at the San Francisco Marriott this year. It will be held on May 18-20. He extended an invitation for members of the Board to attend.

A motion to approve and confirm the acts of the officers and of the Board of Trustees and Managers during the past year was unanimously approved.

Mr. Otto, Chairman of the Nominating Committee, presented the slate of nominations to the Board of Trustees for the year 1988-89 as follows:

James Bennington  
Henry W. Howard  
Lewel H. Matthews  
Stuart W. Morshead  
George J. Otto

Charles E. Noble  
John S. Perkins  
Bruce J. Sams  
Bruce L. Scollin  
David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Morshead, Dr. Bennington) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Abbott, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1988-89 as follows:

Mrs. Frank Abbott, III  
Mrs. J. Jerrold Applegarth  
Mrs. Peter Avenali  
Miss Laura Cooper  
Mrs. Richard J. Bates  
Mrs. Richard DeMott  
Mrs. George W. Dodge  
Mrs. Theodore Eliot  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Robert Hiller  
Mrs. Allan D. LeFevre  
Mrs. Richard Leonards

Mrs. Carl Livingston, Jr.  
Mrs. Frederick Moller, Jr.  
Mrs. Piero Mustacchi  
Mrs. David J. Pinkham  
Mrs. Robert Reinecke  
Mrs. Peter Richards  
Patricia K. Scott  
Mrs. Robert Sherman  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Dexter Tight  
Mrs. Robert von der Lieth

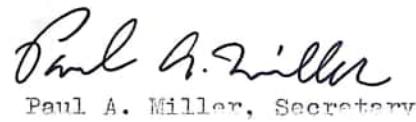
Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Morshead, Mr. Noble) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Letter of appreciation to attorney John Steinhart for his extended efforts in our behalf on this subject, and on acquiescence by the Board members, that he would ask Mr. Steinhart to submit a bill for his services rendered.

On proper motion duly passed, the Board authorized the President to employ the firm of Lybrand, Ross Brothers & Montgomery, CPAs, to replace John F. Forbes & Co., and to perform those specific services contained in their offering letter of August 8, 1966; and additionally to review our entire admissions routines and financial policies and make specific recommendations for their improvement.

The President brought up the subject of those residents who receive additional income or monies subsequent to execution of Life Care and Trust Agreements, which agreements provide that Society may adjust the monthly maintenance charges either upward or downward. The consensus of the members was to defer any specific action in this situation until after the new firm of CPAs has had an opportunity to make a study and recommendation.

No further business appearing, upon motion duly passed, the meeting was adjourned.



Paul A. Miller  
Paul A. Miller, Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of Wells Fargo Bank, 464 California Street, San Francisco, on Wednesday, December 7, 1966 at 2:30 p.m. David L. White, presided at the meeting.

DIRECTORS PRESENT:    David L. White              William Pflueger  
                            George J. Otto              Cecil O. West  
                            Chalmers G. Graham       Harold C. King  
                            Ferard Leicester         Jack S. Logan  
                            Lemuel H. Matthews      Joseph A. Moore, Jr.

DIRECTORS ABSENT:    Paul A. Miller              Charles J. Bradley

A quorum of the Directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

On motion duly passed, the minutes as printed and distributed to the Board members for the Special meeting of the Board of Directors on September 13, 1966, were approved and accepted.

The Investment Committee recommended no changes in the investment portfolio for the present time while waiting for a report and recommendations on an actuarial reserve setup from our new auditors, Lybrand Ross Brothers and Montgomery. President White appointed Mr. George J. Otto as additional member of the Investment Committee. The following actions were taken after proper motion and seconding:

That Mrs. Marian F. Bell be authorized to sign checks when she officially takes over the duties of Administrator of The Heritage, replacing Mrs. Anna B. Pogson at her retirement. The Directors' bank accounts involved are Residents' Trust Funds Account 21-12489, Managers Special Commercial Account 21-12315, and savings account same title #306808, all with Wells Fargo Bank, Marina Branch, San Francisco.

Mr. White read a letter of appreciation from Mrs. Pogson for the generous action of the Board at the previous meeting.

That Mr. John H. Steinhart be paid \$1,500.00 for legal services rendered in connection with the Redevelopment Participation Agreement, for which he rendered billing at our request.

That our attorney, Thomas M. Jenkins, take all necessary steps to file our claim in the matter of the Ada R. Cunningham trust #VA8201, Crocker Citizens Bank, Trustee.

As the result of recent State legislation, our attorney Jenkins provided the following Resolution, which was read and adopted by the Board after proper motion, second and vote:

"BE IT RESOLVED, that the Articles of Incorporation of the San Francisco Ladies' Protection and Relief Society, a California non-profit corporation, are hereby amended as follows:

'ARTICLE SEVENTH in its entirety is amended to

All of the properties, monies, and assets of this corporation are irrevocably dedicated to charitable and religious purposes and shall not inure to the benefit of any private individual. In the event that this corporation shall be dissolved or wound up at any time, then all of the properties, monies, and assets of this corporation shall be transferred exclusively to and become the property of such non-profit funds, foundations or corporations as are selected and designated by the Board of Directors of this corporation, which have established their tax-exempt status under Section 501 (c) (3) of the Internal Revenue Code of the United States and Section 214 of the Revenue and Taxation Code of the State of California, as they now respectively exist or may subsequently be amended.'

"BE IT FURTHER RESOLVED, that the President or Vice President and the Secretary or Assistant Secretary of this corporation be, and they hereby are authorized and directed to procure the adoption and approval of the foregoing amendment by the Board by the vote or written consent of the members of this corporation constituting at least two-thirds of a quorum thereof, and thereafter to sign and verify by their oaths, and to file a certificate in the form and manner required by Section 3672 of the Corporations Code of the State of California, and in general, to do any and all things necessary to effect said amendment in accordance with law."

No further business appearing, upon motion duly passed, the meeting was adjourned.

*Paul A. Miller*

Paul A. Miller, Secretary

ANNUAL MEETINGS  
1971 - 19

BOARD OF TRUSTEES  
Minutes  
Annual Meetings  
1971 -

Minutes on  
reverse order  
most recent on  
top.

**FRONT**

**SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY**  
**ANNUAL MEETING**  
**May 7, 1998**

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 7, 1998. The following members were present: Trustees: Bennington, Devlin, Edwards, Richards, Scollin, and Wheary; Managers: Avenali, A. Barber, Charlton, Cooper, Dodge, Hickerson, Kelley, Livingston, Mitchum, Noll, Olness, Scott, and Stephens. Managers also serving as Trustees present: Barber and Livingston. Others present: Advisory Council members: Bates, de Milt Hill, Hall, McDaniel. Barbara McGinley, Administrator, and Kaye Moore, Administrative Secretary, were also present.

Absent Trustees: Howard. Absent Managers: K. Barber, Beatty, Boswell, Gallagher, Hauser, McCormick, Smith, Stone, and Tudor.

A quorum being present, the meeting was called to order by Diane B. Richards, Chairman, at 2:00 p.m. Mrs. Richards welcomed members and guests to the 145th anniversary of The Society. As the first order of business she requested consideration of the minutes of May 6, 1997. It was moved, seconded and carried (Hill/Avenali) to approve the minutes as distributed.

Mr. Devlin, Chairman of the Investment Committee, gave the report of the Chief Financial Officer, presenting the audit report for the period ending December 31, 1997 as prepared by KPMG Peat Marwick. Appreciation was expressed to the Board of Managers, the Administrator and the staff for careful management of expenses. He also reported that the investment portfolio has performed very well during the past year and that funds will be available for budgeted capital expenditures during the coming year. The portfolio continues to maintain a conservative mix of investments.

Mrs. McGinley, Administrator, reported on the current census stating that since last year's annual meeting we have welcomed seven new residents. There have been six deaths. The goals of the marketing plan have been met to date. Staffing has been stable with the exception of the turnover of part time relief positions in the food service department and the Health Center and three significant retirements: Mr. Mah, Chef, Mrs. Pometta, Director of Nursing, and Ms. Moore, Administrative Secretary. A new chef, Simon Chan, has been hired and is doing well. Director of Nursing, Mary Ellen Waldhaus, has been selected and will begin on June 1<sup>st</sup>. Administrative Assistants, Patti Gallagher and Loren Kraut will begin in the front office at the end of May. Although she is retiring, we will not lose Kaye Moore entirely as she will become a resident of The Heritage along with three others in June. Also, Josie Pometta will not be leaving altogether as she will assume the part time position of Director of Staff Development. We honored three significant anniversaries of employees this year: CNA, Monina Pasqual, for 20 years of service, Activities Director, John Killeen, for 25 years and Feliciana Bacani for 35 years service in the food service department. On October 15 we honored Mr. David White at a gala reception for his 48 years of dedicated service as a Trustee. This was another successful year for the Public Nutrition Program with a healthy surplus. Quarterly unannounced inspections by the Department of Public Health have shown consistently excellent reports and we received a perfect score last summer on our annual Department of Social Services inspection. Thanks are in order once again to Mr. Henry Howard for the generous continuation of the funds from the DeBatz grant for education in the arts. The Heritage van has arrived featuring the new logo incorporating the image of the Julia Morgan Building on its sides. The van is already

very popular with the residents as it allows much greater ease at getting to and from medical appointments. Mrs. McGinley expressed appreciation to the Boards for continuing to be open to new ideas and for supporting the work of our dedicated staff.

Mrs. Barber presented the report of the President of the Board of Managers which is reproduced in its entirety in the minute book. Mrs. Barber acknowledged the efforts of the many committees of the Board of Managers and expressed special thanks to everyone who works so tirelessly for The Heritage: the Trustees, the Managers, the Directors and department heads and their staffs. With a special thank you to the "indefatigable, the ever smiling, the ever accessible Barbara McGinley."

Mrs. Richards presented the Chairman's Report, opening with words of appreciation to members of the staff and others who make The Heritage run "like a finely oiled machine." Mrs. Richards expressed appreciation to the members of the Board of Trustees and the Trustee Managers who graciously spent time with her so that she might learn the operations of the governing board, and she acknowledged the specific aptitudes each person has brought to the Board. Dr. Bennington, Chairman of the Nominating Committee, was able to recruit the newest Trustee member, Mr. James Sherman, son of Alice Sherman, a long time member of the Board of Managers. Mr. Sherman brings expertise in finance and negotiation to the Board of Trustees. The first Trustee Dinner was given in honor of Mr. Andrew Edwards, Chairman of the Real Estate Committee. Mr. Edward represented the Society in negotiations over the ground lease on the Van Ness Avenue property. The outcome of his year-long effort was a doubling of the annual income for the property. Sammons Enterprises of Texas, which guaranties the ground lease on the Van Ness Avenue property, contacted the Society concerning the distribution of assets from the estate of Mr. Charles A. Sammons. An agreement for distribution of assets was drawn up and reviewed by the real estate committee and our legal representatives at Howard Rice and Company. The Society agreed to the distribution of trust assets of Charles Sammons and allowed the entity of Sammons Enterprises, Inc. to guaranty the obligations of the current tenants of the ground lease. There were a number of large Age and Depreciation projects undertaken in 1997: the painting/waterproofing of the Perry Building and the Health Center; the Perry roofing project was completed, including insulation of the 4<sup>th</sup> floor Perry building.

With deep personal regret, Mrs. Richards announced that this would be the final meeting as Trustee for Mr. Stuart Morshead. Mr. Morshead joined the Board in 1979 and served as Chairman from 1981-1988. Appreciation was expressed for the time, effort, and talent Mr. Morshead has given to the Society. His role as a mentor and role model for many on the Board was acknowledged with heartfelt thanks.

Mrs. Richards called on Dr. Bennington, Chairman of the Nominating Committee, who presented the slate of nominations to the Board of Trustees for the Year 1998-1999 as follows:

Dr. James Bennington  
Mr. Robert T. Devlin  
Mr. Andrew W. Edwards  
Mr. Henry W. Howard  
Mr. George Morris

Miss Laura J. Pilz  
Mrs. Peter C. Richards  
Mr. Bruce L. Scollin  
Mr. James Sherman  
Mr. James T. Wheary

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Bennington/Mitchum) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Dr. Bennington then presented the nominations for Officers of the Board of Trustees as follows:

Chairman:	Mrs. Peter Richards
Chief Financial Officer:	Mr. James Wheary
Secretary:	Dr. James Bennington

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Charlton/Scollin) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mrs. Richards then called on Mrs. Charlton, Chairman of the Nominating Committee of the Board of Managers, who presented the slate of nominations for the Board of Managers for the Year 1998-1999 as follows:

Mrs. Peter Avenali	Mrs. Barry Livingston
Mrs. Anthony V. Barber	Mrs. Edward McCormick
Mrs. Kent Barber	Mrs. Elizabeth S. Mitchum
Mrs. Denis Beatty	Miss Rose Fox Noll
Mrs. John Boswell	Mrs. Richard A. Olness
Mrs. Clyde Charlton	Mrs. Warren W. Perry
Mrs. John L. Cooper	Mrs. Patricia K. Scott
Mrs. Philip deRoulet	Mrs. Justin Smith
Mrs. George Dodge	Mrs. Paul Stanners
Mrs. John Gallagher	Mrs. Craig A Stephens
Mrs. Mary Hauser	Mrs. Michael Stone
Mrs. Glenn L. Hickerson	Mrs. David Tudor
Mrs. Thomas Kelley	

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Scollin/Devlin) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Nominations for officers of the Board of Managers were as follows:

President:	Mrs. Anthony V. Barber
1st Vice President:	Mrs. Barry Livingston
2nd Vice President:	Mrs. John L. Cooper
Treasurer:	Mrs. Michael Stone
Asst. Treasurer:	Mrs. David Tudor
Recording Secretary:	Mrs. Thomas Kelley
Corresponding Secretary:	Mrs. Glenn L. Hickerson

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Bennington/Edwards) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

Mrs. Charlton presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1998-1999:

Mrs. Anthony V. Barber  
Mrs. Clyde Charlton  
Mrs. Barry Livingston  
Mrs. Michael Stone

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Wheary/Scott) that the foregoing be elected to serve on the Board of Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Charlton read the list of Advisory Council Members for 1998-1999 as follows: Mesdames, Richard J. Bates, A. Barlow Ferguson, Charles E. Hall, Frank deMilt Hill, A.M.D. Lampen, Charles MacLellan, David McDaniel, Byron Nishkian, David J. Pinkham, and William T. Waste.

There being no further business, the meeting was adjourned at 2:50 p.m., in honor of Mr. Stuart Morshead.

Respectfully submitted,



Mrs. Peter Richards  
Chairman

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 8, 1997

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 8, 1997. The following members were present: Trustees: Bennington, Devlin, Edwards, Morshead, Richards, Sams, and White; Managers: Avenali, A Barber, Cooper, Dodge, Hickerson, Kelley, Livingston, Mitchum, Moller, Mustacchi, Noll, Olness, Scott, and Stephens. Managers also serving as Trustees present: Barber, Mitchum, and Moller. Others present: Advisory Council members: Bates, Hall, Lampen, McDaniel and Pinkham. Barbara Cox McGinley, Administrator; and Kaye Moore, Administrative Secretary, were also present.

Absent Trustees: Garcia-Kennedy, Howard, Scollin and Wheary. Absent Managers: K. Barber, Beatty, Boswell, Charlton, Gallagher, Hauser, McCormick, Smith, Stone, and Tudor.

A quorum being present, the meeting was called to order by Andrew W. Edwards, Chairman, at 2:00 p.m. Mr. Edwards welcomed members and guests to the 144th anniversary of The Society. As the first order of business he requested consideration of the minutes of May 9, 1996. It was moved, seconded and carried (Mitchum/Morshead) to approve the minutes as distributed.

Mr. Morshead gave the report of the Chief Financial Officer, presenting the audit report for the period ending December 31, 1996 as prepared by KPMG Peat Marwick. He interpreted some of the language of the report, noting that financial planning is sound with costs for the past year coming in at \$1000 less than budgeted. He reported that the staff continues to save money. Gains on investments were the result of sound management by the Investment Committee and a favorable market. Projections for the coming year include major expenses for roofing and other age and depreciation projects. These have been anticipated and included in asset allocation.

Mr. Devlin, Chair of the Investment Committee reported that anticipated capital expenditures require sufficient cash reserves to meet upcoming needs so adjustments have been made in the asset mix to ensure available cash. Five Vanguard funds have been selected as options for employees in the new, self directed pension plan. They include a money market fund, short term and long term bond funds, a balanced fund (Wellington) and a growth fund. The Investment Committee has established a monitoring procedure for periodic review. The employee education program regarding the new pension plan is well underway.

Mr. Edwards presented the Chairman's report, stating that during 1996, the endowment grew to record levels under the leadership of Mr. Devlin and the Investment Committee. Real estate investments increased significantly as market conditions continued to improve. The upper flat on Francisco Street was renovated. When the fair market rental value is finalized this year on the Cathedral Hill Hotel property on Van Ness Avenue, we anticipate receiving higher ground rent from the lessee. The Pension Committee, under the leadership of Dr. Sams, completed a restructuring of the Employee Retirement Plan, offering self directed investment options and financial benefits to our employees. The Board of Managers, Mrs. McGinley and her staff successfully completed a large-scale renovation project in the Perry Building as well as several other special projects. The Society is committed to ongoing physical improvements consistent with recommendations of our Age and Depreciation Study. Diane Richards, Long Range Planning Chair, has identified trends in

demographics and senior housing that will significantly affect the future of The Heritage. Operating performance reflected not only current challenges but also future opportunities. Operating losses were attributed to a low occupancy level, a trend which has been reversed. In the past few months. Marketing initiatives have resulted in a significant upturn in the census and we are nearing full occupancy. The credit for this exciting turnaround goes to Mrs. Mitchum, Mrs. Charlton and her Admissions Committee, Ms. Reynolds, Marketing and Admissions Director, and Mrs. McGinley. It was a team effort, and all are to be congratulated. With regret, Mr. Edwards announced the resignations of two members of the Board of Trustees. Vice-Chairman, Dr. Bruce Sams, has served as a Trustee since 1986, contributing in many areas, including medical activities and pension planning. He will be greatly missed. David White has served as a Trustee since 1949. In these past 48 years, he has achieved legendary status. As a leading real estate professional in the community, he has served as chair or co-chair of that committee throughout his tenure. He also was elected Chairman in the mid-1960's and has held the position of Secretary of The Society since 1971. Mr. Edwards added that on a personal note, he is grateful to Mr. White for introducing him to The Heritage and serving as a wonderful role model. Replacing these two gentlemen will not be easy. In closing, he said that having served as Chairman for the past four years, this meeting marks the end of his final term. In stepping down, he thanked his fellow Trustees, The Board of Managers, Mrs. McGinley and her staff and Residents for encouragement and support. It has been a personally rewarding opportunity and a memorable experience.

Mrs. Mitchum presented the report of the President of the Board of Managers which is reproduced in its entirety in the minute book. Completion of the Perry Building re-piping and the entry way rail and brick repair were major accomplishments of the past year, demanding much of both staff and residents. The Major Projects team, which included not only the Managers' Committee, but staff and consultants as well, met on a regular basis to oversee all the details of these undertakings. Significant pruning and tree removal also demanded close monitoring. She thanked fellow Managers, specifically each committee chair and officer, Trustees, and staff for encouragement and support throughout her tenure as President. She said it has been one of the most enjoyable, entertaining and educational experiences of her life.

Mrs. McGinley, Administrator, distributed a written report in which she noted the increase in the resident population since last May. A net increase of four residents is a credit to strong marketing skills of Gayle Reynolds, Director of Admissions and Marketing. There have been no key staff turnovers for the second year in a row and in general staff morale and attendance are high. The Health Center, in particular, deserves credit for excellent management as this department is significantly under budget again this year. Overtime is reduced and there has been no use of registry personnel for the third year. Josie Pometta, Director of Nursing, and Howard Conroy, Director of Health Center Operations have provided excellent leadership. The Public Nutrition Program is healthy. The contract with Self Help for the Elderly will be renewed again in June. State regulations now allow hospice care in resident rooms, a change which will mean that a terminally ill resident will not automatically have to move to the Health Center. A voice evacuation system has been installed in compliance with a new city ordinance. The conversion to the new pension plan and employee education is well underway, guided by members of the Board of Trustees and James Freund, Controller, and Cindy Johnson, Director of Personnel. The generous grant from the Georges DeBatz Trust, directed to The Heritage by Trustee Henry Howard, continues to benefit residents through exposure to and participation in arts events. In conclusion, she thanked members of both Boards for their continued support of a dedicated staff.

Mr. Edwards called for other business. Mr. White said he wanted to take this opportunity to say The Society has been fortunate to have had the leadership of Mr. Edwards as Chairman for the past four years. He offered his personal commendation and best wishes.

Mr. Edwards then called on Dr. Bennington, Chairman of the Nominating Committee, who presented the slate of nominations to the Board of Trustees for the Year 1997-1998 as follows:

Dr. James Bennington  
Mr. Robert T. Devlin  
Mr. Andrew W. Edwards  
Mrs. Norma Garcia-Kennedy  
Mr. Henry W. Howard

Mr. Stuart Morshead  
Mrs. Peter C. Richards  
Mr. Bruce L. Scollin  
Mr. James Wheary

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Morshead/Sams) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mr. Edwards then presented the nominations for Officers of the Board of Trustees as follows:

Chairman: Mrs. Peter Richards  
Vice Chairman: Mrs. Norma Garcia-Kennedy  
Chief Financial Officer: Mr. Stuart W. Morshead  
Secretary: Dr. James Bennington

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Devlin/Morshead) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mr. Edwards then called on Mrs. Moller, Chairman of the Nominating Committee of the Board of Managers, who presented the slate of nominations for the Board of Managers for the Year 1997-1998 as follows:

Mrs. Peter Avenali  
Mrs. Anthony V. Barber  
Mrs. Kent Barber  
Mrs. Denis Beatty  
Mrs. John Boswell  
Mrs. Clyde Charlton  
Mrs. John L. Cooper  
Mrs. George Dodge  
Mrs. John Gallagher  
Mrs. Mary Hauser  
Mrs. Glenn L. Hickerson  
Mrs. Thomas Kelley  
Mrs. Barry Livingston

Mrs. Edward McCormick  
Mrs. Elizabeth S. Mitchum  
Mrs. Frederick A. Moller, Jr.  
Mrs. Piero O. Mustacchi  
Miss Rose Fox Noll  
Mrs. Richard A. Olness  
Mrs. Patricia K. Scott  
Mrs. Justin Smith  
Mrs. Craig A. Stephens  
Mrs. Michael Stone  
Mrs. David Tudor

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Cooper/Avenali) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Nominations for officers of the Board of Managers were as follows:

President:	Mrs. Anthony V. Barber
1st Vice President:	Mrs. Barry Livingston
2nd Vice President:	Mrs. John L. Cooper
Treasurer:	Mrs. Michael Stone
Asst. Treasurer:	Mrs. David Tudor
Recording Secretary:	Mrs. Thomas Kelley
Corresponding Secretary:	Mrs. Glenn L. Hickerson

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Mustacchi/Charlton) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

Mrs. Moller presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1997-1998:

Mrs. Anthony V. Barber  
Mrs. Clyde Charlton  
Mrs. Barry Livingston  
Mrs. Michael Stone

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Avenali/Kelley) that the foregoing be elected to serve on the Board of Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Moller read the list of Advisory Council Members for 1997-1998 as follows: Mesdames J. Jerrold Applegarth, Richard J. Bates, A. Barlow Ferguson, Charles E. Hall, Frank deMilt Hill, A.M.D. Lampen, Richard Leonards, David McDaniel, Charles MacLellan, Byron Nishkian, David J. Pinkham, and William T. Waste.

There being no further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted,

*David L. White*  
David L. White

Secretary

DLW:km

PRESIDENT BOARD OF MANAGERS ANNUAL REPORT  
ANNUAL MEETING OF THE SOCIETY - MAY 8, 1997

The year since our 1996 Annual Meeting seems to have passed very rapidly. However, when events, changes and accomplishments are totted up, this year MUST surely have been more than 12 months long.

The Board of Managers again commends Mrs. McGinley and her staff on their performance during this hectic year. I must also thank the Managers who have all provided boundless time and energy to the Heritage.

You are all probably aware of the re-piping and window replacement, known as the Perry Project, which is now completed. Our Projects team met regularly. Major Projects Chair, Mrs. John Boswell and her successor Mrs. Frederick Moller, Mrs. Avenali and myself along with staff, Mrs. McGinley, Mrs. Conroy maintenance, Mr. Howard Conroy housekeeping and Project Manager, Oliver Dibble. Both Housekeeping and Maintenance were stretched to the limit as residents and all of their possessions were relocated for three week intervals. An undertaking that still boggles my mind. The work on the Front Entry necessitated entrance through the garden and Julia Porter Sitting Room. Another major relocation.

In spite of all these disruptions the Managers and staff continued their usual array of services:

Mrs. Clyde Charlton, Admissions, and her committee and Ms Reynolds, Director of Admissions have achieved what last year was just a dream. We have almost a full house! We got the Perry Building back in full operation just in time for an influx of new residents. Vacancies are now in our assisted living areas and at present we have a lower census in the Health Center.

Our very able Treasurer, Mrs. Anthony Barber, and the Finance Committee presided calmly and thoughtfully over this years extraordinary expenditures. Two major tree removals, plus pruning and spraying in the gardens. Equipment purchases for the Health Center. Replacement of laundry equipment, resident refrigerators and the Emergency Call and Voice Evacuation system. I would like to quote from Mrs. Barber's Annual Report where she says: "It begins to sound as though the Finance Committee never says 'no'. In truth we keep a vigilant eye toward the budget and requests that we feel should be explored in conjunction with the Age and Depreciation Study are put aside for further study."

The House Committee, powered by Mrs. John Gallagher's boundless energy soldiered on in any area not actually full of workmen. They have continued to recover, repair and relocate furniture and art work to achieve a unified and pleasing appearance in the main rooms. They continue their updating of the Fine Arts Inventory and search for art work for the Dining Room and other areas. Mrs. Patricia Scott, once again organized a beautifully decorated house for the Holidays and an equally delightful party.

Our Health Center we consider one of our most treasured resources. Mrs. Craig Stephens has chaired this committee and has worked closely with Mrs. Pometta to continue the high standard of care and health care education for all Heritage residents. Health Center resources and resourcefulness was severely tested this Spring when a rash of respiratory ailments hit us, residents and staff. Food Service, Maintenance and Housekeeping were also tested with an

increased demand for special diets, oxygen and of course laundry. Once again our entire staff deserved our thanks.

Food and Public Nutrition Committee chaired by Mrs. Peter Avenali heard residents comments and complaints (which were few) and with Food Director Steve Tuggle and Self Help for the Elderly organized a tour of our Chinatown Kitchen. For the first time residents were also invited to tour the facility.

Mrs. Charles MacLellan and the tiny Garden Committee have kept our gardens attractive in spite of construction projects and tree removal. A Managers "Best Buy" award goes to the garden for the red cycleman purchased for the patio urns for Christmas and showing signs of lasting to provide the red for a red, white and blue 4th of July.

The Personnel, Policies and Procedures Committee chaired by Mrs. Barry Livingston made necessary changes to our Employee Manual to comply with the new legislation regarding sick leave, family care and medical leave. This committee achieved another dream. They have now completed guidelines for all Heritage committees.

Mrs. Frederick Moller, Jr. is one of our busiest members, 2nd Vice-President, and chairman of both the Major Projects Committee and the Nominating Committee. We will hear the results of the Nominating Committees work soon. Major Projects in addition to keeping watch over the Perry and Entry Projects have been working closely with Mr. Barker and our staff to develop the updated Age and Depreciation Report. Mr. Barker plans to have his report ready for presentation to the Trustees at the June meeting. He hopes, as we do, to have the Perry Building roof replacement and exterior repair and painting underway this summer.

A new committee was formed mid-year to build on the excellent research by Manager Mrs. David Tudor. This committee is working to clearly define "The Friends of the Heritage" and make it a vehicle for public information and support. All of us here today can help further these goals through our contacts in the community and by our own example of support with not only time and expertise but with money, now and in the future.

This year, as in the previous year, I have been the major beneficiary of the time, energy and informative advise by the dedicated Boards of Managers and Trustees and our staff. I have, thanks to you all, had one of the most enjoyable, entertaining and educational experiences of my life. Your support and friendship have enriched me. The opportunity to know all of you better and to also come to know many of our residents has solidified my goal in life. Admissions - save me a room!!

Respectfully submitted,

Elizabeth S. Mitchum  
President, Board of Managers.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 9, 1996

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 9, 1996. The following members were present: Trustees: Devlin, Edwards, Garcia-Kennedy, Howard, Scollin, and White; Managers: Avenali, A. Barber, K. Barber, Beatty, Charlton, Cooper, Dodge, Gallagher, Hauser, Kelley, McCormick, Mitchum, Moller, Mustacchi, Noll, Scott, Smith, and Stone. Managers also serving as Trustees present: Barber, Cooper, Mitchum, and Moller. Others present: Barbara Cox McGinley, Administrator; Kaye Moore, Administrative Secretary, and Advisory Council members: Bates, Hall, Lampen, McDaniel and Pinkham. Guest, Pam Scott, Partner, KPMG Peat Marwick, was also present.

Absent Trustees: Bennington, Morshead, Richards, Sams, and Wheary. Absent Managers: Boswell, Hickerson, Livingston, Olness, Stephens, and Tudor.

A quorum being present, the meeting was called to order by Andrew W. Edwards, Chairman, at 2:05 p.m. Mr. Edwards welcomed members and guests to the 143rd anniversary of The Society. As the first order of business he requested consideration of the minutes of May 4, 1995. It was moved, seconded and carried (Mitchum/Hauser) to approve the minutes as previously distributed.

In the absence of Mr. Morshead, Chief Financial Officer, Mr. Edwards reported that the exit interview with our audit firm, KPMG Peat Marwick, was held last week. The financial report is now available. The balance sheet continues in its usual strong condition. So far in 1996, operations are close to budget. A modest shortfall in revenue is offset by expenses being under budget. The first condition results from the existing vacancy factor; the second, from very good operating performance by the staff. The portfolio of securities continues to outperform our projections. Overall, we are ahead of our financial plan.

Pam Scott, Partner, KPMG Peat Marwick, presented the audit report for the period ending December 31, 1995. She described changes in the reporting format for not for profit organizations. These changes are in accordance with the Financial Accounting Standards Board's directions. In terms of the display of financial information, assets are now segregated 1) permanently restricted assets, 2) temporarily restricted assets (i.e., the DeBatz Grant 3) unrestricted net assets. Overall, there is no weakness in the financial re-

Mr. Devlin, Chairman of the Investment Committee, acknowledged the excellent work of George Ouo, former Chair of the Investment Committee, and other members of the Committee: Mr. Edwards, Mrs. Garcia-Kennedy, Mr. Scollin, and Mr. White. The Committee has continued to make adjustments to the investment portfolio using a conservative, high quality approach. Financial developments will require further adjustments made during the coming year, as appropriate.

Mr. Edwards, began his report by noting this past year will be remembered as a year of progress in addressing our challenges and opportunities -- a year of heightened awareness of the changing times and our need to adapt to them in terms of our daily operations, service delivery and strategic planning. We must be aware that underlying market forces and shifting demographic trends are changing the way we live, work, and retire. With continued advances in research and technology, seniors are living healthier lives and longer lives. But with these advances comes more consolidation, more downsizing and more competition. Reflecting on our progress this past year, Mr. Edwards said our financial condition is sound, the future is looking better, and we are moving in the right direction. In 1995, monthly care fees were up over 6% and revenue from private patients in the Health Center were up almost 43%, the latter representing an important source of incremental revenue. Operating expenses, after adjustments for the dining room renovation project, were under budget at just over 5%. Mr. Edwards credited the Board of Managers and Mrs. McGinley and her staff for effectively managing day to day operations. He also expressed appreciation to Mr. Devlin and the Investment Committee. Under their prudent management, there has been significant growth of the securities portfolio. Mr. Edwards and Mr. White, as Co-Chairmen of the Real Estate Committee, continue to monitor the lease expiration dates and rent reviews for real property of The Society. Looking ahead, he said the biggest challenge continues to be the occupancy level which is being addressed by marketing initiatives implemented by a full time marketing director. Under the leadership of Vice Chairman Sams, there has been a comprehensive review of the employee retirement plan with recommendations forthcoming. Improvements to the physical condition of the facility (since the highly successful dining room renovation project completed last May) continue under the direction of Board of Manager's President, Mrs. Mitchum. This year's major project includes window replacement and new plumbing fittings and systems throughout the Perry Building. Also on the major projects agenda for the coming year is the reconstruction of the front entry steps to comply with the requirements of the Americans with Disabilities Act. Mrs. Richards, Chair of the Long Range Planning Committee, has completed some initial research regarding issues and concerns facing The Society 10 to 20 years into the future. Mr. Edwards said the marketing newsletter and the residents' own Heritage Happenings document the fact that the activity level has increased significantly this past year...from our expanded Self Help for the Elderly meals program in Chinatown, to our residents' computer science classes, to our new Education in the Arts program sponsored by the DeBatz Trust and past Chairman Henry Howard. Overall, The Heritage has become more responsive, more interactive, and more involved. To build on this positive record, Mr. Edwards asked the Board members to continue to raise the awareness level of The Heritage within the community and generate financial support for our Friends of The Heritage permanent fund. In conclusion, he thanked Mrs. Mitchum, Trustees and Managers as well as Mrs. McGinley and her department heads and staff for making the past year a successful one.

Mr. Mitchum, President of the Board of Managers, presented the Report of the Board of Managers for 1995-1996. She began by thanking members of the Board of Managers for their contributions of time and expertise throughout the year. She also thanked the Board for continued improvements in the administration of The Heritage. She outlined the accomplishments and responsibilities of each of the Board of Managers. She ended by presenting her personal donation to The Friends of The Heritage permanent fund. It is in the minutes book.

of Managers, who presented the slate of nominations for the Board of Managers for the Year 1996-1997 as follows:

Mrs. Peter Avenali  
Mrs. Anthony V. Barber  
Mrs. Kent Barber  
Mrs. Denis Beatty  
Mrs. John Boswell  
Mrs. Clyde Charlton  
Mrs. John L. Cooper  
Mrs. George Dodge  
Mrs. John Gallagher  
Mrs. Mary Hauser  
Mrs. Glenn L. Hickerson  
Mrs. Thomas Kelley  
Mrs. Barry Livingston

Mrs. Edward McCormick  
Mrs. Charles F. MacLellan  
Mrs. Elizabeth S. Mitchum  
Mrs. Frederick A. Moller, Jr.  
Mrs. Piero O. Mustacchi  
Miss Rose Fox Noll  
Mrs. Richard A. Olness  
Mrs. Patricia K. Scott  
Mrs. Justin Smith  
Mrs. Craig A. Stephens  
Mrs. Michael Stone  
Mrs. David Tudor

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Mustacchi/Charlton) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Nominations for officers of the Board of Managers were as follows:

President: Mrs. Elizabeth S. Mitchum  
1st Vice President: Mrs. Michael Stone  
2nd Vice President: Mrs. Frederick A. Moller, Jr.  
Treasurer: Mrs. Anthony V. Barber  
Asst. Treasurer: Mrs. Barry Livingston  
Recording Secretary: Miss Rose Fox Noll  
Asst. Record. Secretary: Mrs. Thomas Kelley  
Corresponding Secretary: Mrs. Edward McCormick

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Charlton/Moller) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

Mrs. Moller presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1996-1997:

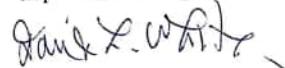
Mrs. Anthony V. Barber  
Mrs. Michael Stone  
Mrs. Elizabeth S. Mitchum  
Mrs. Frederick A. Moller, Jr.

Nominations were called for from the floor. There being none, nominations were closed. It was moved, seconded and carried (Smith/Scollin) that the foregoing be elected to serve on the Board of Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Moller read the list of Advisory Council Members for 1996-1997 as follows: Mesdames Richard J. Bates, A. Barlow Ferguson, James Hall, Jr., Frank deMilt Hill, A.M.D. Lampen, Richard Leonards, David McDaniel, Lawrence Metcalf, William Nigh, Byron Nishkian, David J. Pinkham, and William T. Waste.

There being no further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted,



David L. White  
Secretary

DLW:km

The Food/Public Nutrition Committee, chaired by Mrs. Avenali attended the Residents Food Committee meetings and will be negotiating a new contract with Self-Help for the Elderly this summer. The new contract will include additional meals which we have been preparing on a three month trial basis for an Elderly Day Care facility which Self-Help has established in the Richmond District.

The Health Care Committee was ably chaired by Mrs. Stevens. She has worked with her committee and with our Director of Nursing, Josie Pometta, to insure the highest standards of care, given with respect and kindness for all Health Care patients. An entire year has been completed without use of registry assistance. There is an ongoing program reducing the number of patients using restraints and psychotropics. A beautiful Christmas party was held and miniature decorated Christmas Trees were provided for each HC resident.

The Holiday spirit was dampened by the news of Mrs. Oba's sudden death. Mrs. Oba was the long time Director of Nursing at the Heritage. She can be credited with instilling the high standards of care and ethics which make the Heritage Health Center a star in our crown. She had since her retirement returned to work at the Heritage from time to time and continued to inspire all who worked with her. A Memorial service was held by her family who asked Heritage Resident the Reverend Mr. Wake to lead the evening of remembrances. A gathering was also held in the Friendship Room so that all the Residents and Managers who had known her could add their thoughts.

The Health Center continues to present problems as our population ages. We are watching closely our inhouse need for beds, and discussing the increase in senile dementia and Alzheimers and how to best care for this segment of the HC population. Some of our equipment is also aging and we foresee a need for a new EKG machine within the year.

Mrs. Gallagher and the House/Special Events Committee has been very active, rejuvenating the public reception rooms so that the entire first floor of the house is now warm, welcoming and polished. They have also addressed the requests from the Resident Chapel Committee and worked with them on needlepoint design for the kneeling cushions. Mrs. Lampen, Advisory Board member and long time weekly leader of the sewing group, is coordination the work of Residents on this project. Recording and tracking of our inventory is being continued by Mrs. Scott and Mrs. Kelley. The Committee under Mrs. Scott's tutelage provided us with a beautiful Christmas Party.

The Major Projects Committee, Mrs. Boswell, Chair, saw the Perry Maintenance Project through its birth pains and continues to monitor progress via the Perry Team meetings. The Project is estimated for completion in November. The repair of the Front Entry is now out to bid and it is hoped that this can be completed over the summer.

Mrs. MacLellan has been the Garden Committee this year. Our long time gardener (31 years) Lorenzo retired and was replaced with Pedro Salaburu with whom she has worked closely. An independent survey of our trees and major plantings was completed by Hortscience. Ed Brennen of Hortscience continues to work with us and Bartlett Tree Service to

preserve and maintain our trees which have suffered damage from storms and sudden temperature changes as well as overseeing our major scheduled pruning. Barbara Zerhusen continues her devoted attention to the rose garden. The Heritage is deeply grateful to this dedicated and talented friend.

Mrs. Livingston, in addition to her duties as Assistant Treasurer, chaired the Personnel Policies and Procedures Committee. The committee has been reviewing committee descriptions and the Society's by-laws. They have also discussed various aspects of personnel with the Director of Personnel, Cindy Johnson. They are in the process of a rewrite of several sections of the Employee Manual regarding leaves of absence, including pregnancy disability leave, medical and family leaves in order to comply with new Federal and State laws. Patricia Knight, the attorney who previously reviewed the Employee Manual is presently reviewing these changes.

Mrs. Hickerson has acted as Coordinator for the Residents Council. Either Mrs. Hickerson, Mrs. Kelley or Mrs. Olness attended Resident Council meetings and reported the Residents concerns and requests to the Board of Managers. Mrs. Hickerson also coordinated the discussions with Managers, Residents and Staff concerning the proper use of the DeBatz Grant for Art. A series of bus trips to major museum exhibits has been enthusiastically received by the Residents.

These trips are preceded by Docent presentations at the Heritage. The residents asked that there be some way that Health Center patients could benefit from the grant too. A talented, experienced person, Nadine Gay, has been working with the HC patients on a soft art project once a week. Ms. Gay came to us highly recommended. She has had extensive experience working with the elderly and with Alzheimer patients.

I should like to close with one more round of thanks to all of you, Trustees, Managers, and Advisory Board who have given so much time and devotion to the Heritage. Thanks also for your donations of everything from goldfish to computers. And a special thank you to those who made contributions to the Employee Appreciation Fund.

This might be a good time for us to remember our roots. This little box was one of those placed on ships coming into San Francisco and provided the first public support for the Society. Today we have our Friends of the Heritage Fund and these donation cards are the equivalent of the alms boxes of yesteryear.

It is my pleasure to make a small gift to the Friends of the Heritage in appreciation for the kindness and care given to my mother many years ago as a private patient. Let us all remember that it is easier to ask for public support if we who are most closely involved have given ours. Truly charity does begin at home.

Respectfully submitted,  
Elizabeth S. Mitchum  
President, Board of Managers

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 4, 1995

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 4, 1995. The following members were present: Trustees: Devlin, Bennington, Edwards, Garcia-Kennedy, Howard, Morshead, Otto, Sams, and White; Managers: Avenali, Barber, Charlton, Dodge, Hickerson, Kelley, Livingston, McCormick, MacLellan, Mitchum, Moller, Mustacchi, Noll, Olness, Smith, Stark, Stephens, and Stone. Managers also serving as Trustees present: Mitchum, and Moller. Others present: Barbara Cox McGinley, Administrator; Kaye Moore, Administrative Secretary, and Advisory Council members: Bates, Lampen, McDaniel and Waste.

Absent Trustees: Richards, Scollin, and Wheary. Absent Managers: Baker, Boswell, Cooper, Gallagher, and Scott.

A quorum being present, the meeting was called to order by Andrew W. Edwards, Chairman, at 3:40 p.m. Mr. Edwards welcomed members and guests to the 142nd anniversary of The Society. As the first order of business he requested consideration of the minutes of May 5, 1994. It was moved, seconded and carried (Otto/Charlton) to approve the minutes as previously distributed.

Mr. Morshead, Chief Financial Officer, reported that the exit interview with our audit firm, KMPG Peat Marwick, was held last week; the financial report is now available. The results of the audit were very good, differing little from the previous year. Operating losses were \$30,000 less than last year. Nothing is extraordinary with respect to the balance sheet. Revenues and expenses were normal with no distortions due to donations and bequests. The audit management letter is excellent. Year to date figures show that The Society is within \$20,000 of budget. Managers and administrative staff deserve a great deal of credit for keeping operating expenses down.

Mr. Otto, Co-Chairman of the Investment Committee, reported that the mix of securities has been changed gradually over the past year with the sale of some common stock and purchase of some treasury bonds. This has increased investment income. The endowment fund is well managed with a conservative investment strategy.

Mr. Edwards, Chairman, began his report by noting that we are operating in a new environment of unprecedented change. By the year 2020 almost one in five Americans will be aged 65 and older. Our challenge is how we anticipate and adapt to these changes, daily, yearly, and in our long range planning, to ensure that The Society can continue to effectively provide shelter, care, protection, and understanding to the elderly and retired. What follows is a summary of his observations of major achievements over the past year. Trustees and Managers have worked with staff to continue the trend of the past three years of closing the gap between operating income and operating expenses. Mr. Otto and Mr. Devlin have expertly managed the securities portfolio maintaining strong and stable investments. The Friends of The Heritage, a permanent fund established by the Board of Managers in 1993, serves as an important vehicle for increased

revenues through donations and bequests. Under the leadership of Vice Chairman Bruce Sams, a Pension Committee initiated a comprehensive review of the employee retirement plan. Their recommendations will be forthcoming. Dr. Sams and Dr. Bennington, with input from Dr. Henderson, Managers and Staff, completed a major review of the complex issues pertaining to The Heritage's participation in a managed care health plan. Their recommendations concerning HMO affiliation and designation of a primary care physician were unanimously adopted at the last Board of Trustees' meeting.

With the preparation and adoption of a definitive marketing plan, The Society began to establish linkages to the local community, including physicians, clergy, realtors, and neighborhood associations. The goal is to increase the census to an optimum level. One of the marketing initiatives is to upgrade the physical facility. Significant progress was made in this area with the installation of a comprehensive security system and the total renovation of the dining room. The dining room project included major upgrades to the window system, lighting and cold water piping. The completion of this project is being celebrated today with a special ribbon cutting ceremony. Mr. Edwards expressed sincere gratitude and thanks to Mrs. Moller and the Board of Managers, Mrs. McGinley, and her department heads and staff, and Mrs. Delez and her food service team. He added that credit should also be given to our residents for their flexibility and support of this major undertaking.

In closing, Mr. Edwards paid special tribute to the two and one half years of Mrs. Moller's service as President of the Board of Managers. He noted that all of us have benefitted from her hard work and dedication, and thanked her personally for her leadership and service to The Heritage.

Mrs. Moller, President of the Board of Managers thanked fellow Board Members, Trustees, and Staff for a rewarding and productive year. The Admissions Committee, under the leadership of Mrs. Charlton welcomed nine new residents, and oversaw the conversion of two small rooms into one attractive room which has already been reserved. The committee is concerned with the increasing age of applicants. The Ferguson Fund, Chaired by Mrs. Olness, continues to look for suitable applicants for this grant. Mrs. Baker chaired the Finance Committee which reviewed all budget requests on a monthly basis. They approved a monthly care fee increase of 4% effective July 1, 1994. This Committee also worked with the Long Range Planning Committee, chaired by Mrs. Boswell, to oversee major projects such as the dining room renovation, the security system, chapel refurbishment, and connector wing repair work. The Food Committee met monthly with residents who had no serious complaints during the course of the year. This committee also oversees the Public Nutrition Program which prepares 12,000 to 14,000 meals monthly. Mrs. Stark, Chairman of the Friends of the Heritage Committee, developed a donor card to increase awareness among The Heritage residents and in the general community of the importance of donations. Mrs. Stark also chaired the Garden Committee. She managed to get the water bill lowered substantially. She also worked with Mrs. MacLellan and Mrs. Barbara Zerhusen, "the rose lady," who has donated roses, growing supplies, and much time and effort in planting and maintaining roses in the courtyard. The Health Care Committee, chaired by Mrs. Applegarth, helped in the orientation of Mrs. Josie Pometta, Director of Nursing Services. The House Committee was chaired by Mrs. Dodge who oversaw the general upkeep of furnishings and

decoration. Mrs. Scott took care of Special Events which includes the always popular Holiday Party. Long Range Planning was chaired by Mrs. Boswell. This Committee's primary task was the dining room project. They also commissioned a survey by the consulting firm of Barker & Associates to determine how best to meet requirements of the Americans with Disabilities Act (ADA). Only minor problems exist. For example, some signage is required at the front gate to direct visitors to the wheelchair access at 1550 Francisco Street. Mrs. Mustacchi chaired the Nominating Committee, keeping Board membership to its full complement. The Personnel, Policies and Procedures Committee was chaired by Mrs. Mitchum. They reviewed and approved job descriptions that now are in compliance with ADA requirements. They also prepared for adoption three new Board policies. The Resident Council Committee met monthly with Mrs. McGinley and the Residents Council Executive Committee to provide an important line of communication for resident concerns.

Mrs. McGinley, Administrator, began her report by reading a letter from Trustee Henry Howard who is also a Trustee of the George DeBatz Trust. The letter stated that The Society has been awarded a grant in the amount of \$25,000 to fund an education in arts program for Heritage residents from the George DeBatz Trust. She warmly thanked Mr. Howard for his efforts on behalf of The Heritage. In highlighting other events from the administrative perspective, Mrs. McGinley stated that the Marketing Plan has been an important step in efforts to keep the population at an optimum level. At times it is difficult to equate vacancies with available units, she pointed out. At this point, the low census is the result of deaths in the Health Center. First floor (personal care units) and Health Center beds must be kept available for residents and only a few independent living units are currently open for new occupants. We might, however, be in a position to take in one additional private pay patient. The full security program is now in place with surveillance equipment monitored at a security station in the Health Center. All employees now are required to wear photo identification badges on the job. In process is the adoption of Health Net, a health maintenance organization with Dr. Henderson as primary care physician. All current residents will be encouraged to participate and all new residents will be required to join this program. The annual inspection by surveyors for the Department of Social Services resulted in a perfect score for which Mrs. McGinley credited the consistently vigilant monitoring of department heads. Staff and residents have grown into an even tighter community through the course of the dining room renovation. Dealing with the need for community problem solving has been positive in many respects. In closing, she thanked both Boards for their continued support over the past year.

Mr. Edwards called for other business. There being none, he called on Mr. Otto, Chairman of the Nominating Committee, who presented the slate of nominations to the Board of Trustees for the Year 1995-1996 as follows:

Dr. James Bennington  
Mr. Robert T. Devlin  
Mr. Andrew W. Edwards  
Mrs. Norma Garcia-Kennedy  
Mr. Henry W. Howard  
Mr. Stuart Morshead

Mr. George J. Otto  
Mrs. Peter Richards  
Dr. Bruce J. Sams  
Mr. Bruce L. Scollin  
Mr. James Wheary  
Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Devlin/Morshead) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mr. Otto presented the nominations for Officers of the Board of Trustees as follows:

Chairman:	Mr. Andrew W. Edwards
Vice Chairman:	Dr. Bruce Sams
Chief Financial Officer:	Mr. Stuart Morshead
Secretary:	Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Morshead/Garcia-Kennedy) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mr. Edwards then called on Mrs. Mustacchi, Chairman of the Nominating Committee of the Board of Managers, who presented the slate of nominations for the Board of Managers for the Year 1995-1996 as follows:

Mrs. Peter Avenali	Mrs. Charles F. MacLellan
Mrs. Bruce Baker	Mrs. Elizabeth S. Mitchum
Mrs. Anthony V. Barber	Mrs. Frederick Moller, Jr.
Mrs. Martha Nell Beatty	Mrs. Piero O. Mustacchi
Mrs. John Boswell	Miss Rose Fox Noll
Mrs. Clyde Charlton	Mrs. Richard A. Olness
Mrs. John L. Cooper	Mrs. Patricia K. Scott
Mrs. George Dodge	Mrs. Justin Smith
Mrs. John Gallagher	Mrs. Charles B. Stark, Jr.
Mrs. Mary Hauser	Mrs. Craig A. Stephens
Mrs. Glenn L. Hickerson	Mrs. Michael Stone
Mrs. Thomas Kelley	Mrs. David Tudor
Mrs. Barry Livingston	
Mrs. Edward McCormick	

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mitchum/Dodge) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Mustacchi presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1995-1996:

Mrs. Anthony V. Barber
Mrs. John L. Cooper
Mrs. Elizabeth S. Mitchum
Mrs. Frederick A. Moller, Jr.

Nominations for officers of the Board of Managers were as follows:

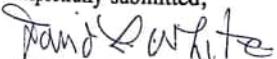
President:	Mrs. Elizabeth S. Mitchum
1st Vice President:	Mrs. John L. Cooper
2nd Vice President:	Mrs. Frederick Moller, Jr.
Treasurer:	Mrs. Anthony V. Barber
Asst. Treasurer:	Mrs. Barry Livingston
Recording Secretary:	Miss Rose Fox Noll
Asst. Record. Secretary:	Mrs. Thomas Kelley
Corresponding Secretary:	Mrs. Edward McCormick

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Olness/Stark) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

Mrs. Mustacchi read a list of recommendations to the Advisory Council as follows: Mesdames Richard J. Bates, A. Barlow Ferguson, Charles E. Hall, James Hall, Jr., Frank deMilt Hill, Robert A. Hiller, A.M.D. Lampen, Richard Leonards, David McDaniel, Lawrence Metcalf, William Nigh, Byron Nishkian, David J. Pinkham, and William T. Waste. It was moved, seconded, and carried (Mitchum/Livingston) to confirm the recommendations.

There being no further business, the meeting was adjourned at 3:50 p.m.

Respectfully submitted,



David L. White  
Secretary

DLW:km

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 5, 1994

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 5, 1994. The following members were present: Trustees: Messrs. Devlin, Bennington, Edwards, Howard, Morshead, Otto, and Sams; Mme. Garcia-Kennedy. Managers: Mmes. Applegarth, Avenali, Baker, Cooper, Dodge, Gallagher, Hickerson, Kelley, Edwards, Mitchum, Moller, Mustacchi, Noll, Richards, and Stone. Managers also serving as Trustees are Mmes. Baker, Mitchum, Moller, and Richards. Others present included Mmes. Barbara Cox McGinley, Administrator, Advisory Council members, Mmes. Bates, C. Hall, Lampen, and McDaniel and Kaye Moore, Administrative Secretary.

Absent Trustees: Scollin, Wheary, and White. Absent Managers: Barber, Boswell, Charlton, Livingston, McCormick, MacLellan, Olness, Scott, Stackhouse, Stark, and Waste.

A quorum being present, the meeting was called to order by Andrew W. Edwards, Chairman, at 2:00 p.m. Mr. Edwards welcomed members and guests to the 141st anniversary of The Society. As the first order of business he requested consideration of the minutes of May 6, 1993. It was moved, seconded and carried (Otto/Avenali) to approve the minutes as distributed.

Mr. Morshead, Chief Financial Officer, presented the annual financial statement prepared by our audit firm, KMPG Peat Marwick. He reported that there is nothing unusual to be noted with respect to the balance sheet. Pension reserves are equal to obligations. Revenues and expenses are normal with the bottom line stronger than last year. Altogether, Mr. Morshead stated, it was an excellent year and management and Managers deserve a great deal of credit. Overall, the financial model looks very good for the next 5-8 years.

Mr. Otto, Chairman of the Investment Committee, reported that timing is excellent to upgrade the securities portfolio as bond prices are down and yields are up. He confirmed Mr. Morshead's assessment that financially The Society is in excellent shape and should continue on its present course.

Mr. Edwards gave the Chairman's report, reviewing major accomplishments. He noted that the primary focus has been on financial performance through revenue enhancement and cost containment measures. Revenues increased 15% with costs up about 5%. The market value of the endowment increased by more than 13%. Under the outstanding leadership of Henry Howard, the Long Range Planning Committee has met to examine macro-level issues fundamental to the wellbeing of The Society. Among these are the nature and extent of our charitable function, the sufficiency of our facilities and resources, and the need to be responsive to the market and the competitive forces of supply and demand. The past year also saw the implementation of a proactive marketing program with the hiring of a full-time Marketing Director. The Society increased its knowledge of the competition and sharpened its marketing skills. A major gift in the

form of a bequest received from the Springer estate was used as a nucleus for a new permanent fund called Friends of The Heritage. This fund will provide financial assistance to residents and applicants in need as well as for the enhancement of the physical quality of The Heritage and its operating systems. Mr. Edwards acknowledged with regret the untimely death of Mr. Charles Noble, and he welcomed new Trustees, Norma Garcia-Kennedy and Robert Devlin. He also extended thanks to Mrs. Moller and Mrs. McGinley for their outstanding leadership during the past year. In addition, he offered special thanks to all Trustees, Managers, and Staff for their hard work, dedication and service.

In closing, Mr. Edwards acknowledged three senior-most Trustees, Henry Howard, George Otto, and David White for their remarkable record of service and leadership. Collectively, they have served The Society with distinction for almost a century.

In her report, Mrs. Moller echoed the appreciation expressed by Mr. Edwards for the hard work and dedication of Managers, Trustees, and Staff. She reviewed the achievements of each of the Managers' 12 standing committees. The Admissions Committee, under the leadership of Mrs. Edwards has reduced the vacancies from 17 to 10. Working with the new Director of Marketing, this Committee has focused on developing new strategies for community outreach. Mrs. Baker chaired the Finance Committee which approved a monthly care fee increase of 4% in July. This Committee also worked with the Long Range Planning Committee, chaired by Mrs. Boswell, to review and approve projects such as the refrigeration/loading dock re-construction, repair of the expansion joint and roof repair. Mrs. Stark, Chairman of the Friends of the Heritage Committee, organized a dessert and coffee event to commemorate the Springer bequest. The Health Care Committee, chaired by Mrs. Applegarth, dealt with a high Health Center census and with patients needing an unusually high level of care. Mrs. Stark and Mrs. MacLellan, representing the Garden Committee, concentrated on pruning, planting, and maintaining the grounds. The House Committee has been developing an inventory of Heritage furnishings and decorative art work. Mrs. Mustacchi has organized orientation of new board members as Chair of the Nominating/Orientation Committee. The Personnel Policies and Procedures Committee, under the leadership of Mrs. Richards, completed production of a new Employee Handbook. Mrs. Boswell's Long Range Planning Committee completed a follow-up study of the Open House event held in April of 1993. They also have begun the task of analyzing the components of a comprehensive dining room renovation project. Mrs. Scott served as Board liaison with Residents by attending monthly meetings of the Residents' Council Executive Committee. In closing, Mrs. Moller thanked all the committee chairmen for their dedication and hard work through the year.

Mrs. McGinley distributed a written report which she then summarized. The resident population is the same as it was last year, breaking the downward trend with three new residents. Meeting the goals set forth in the Kingsley Marketing Study of 1992 has been a priority. Other accomplishments included the replacement of the outside-housed refrigeration equipment and loading dock expansion, the repair of the second floor terrace and roof leaks, the relocation of the Morgan Hall gas meter from inside the building to outside, and the City required securing of the parapet over the front door. Mrs. McGinley thanked Managers and Trustees for their continued support and praised the work of exemplary employees.

Mr. Edwards called for other business. There being none, he called on Mr. Otto, Chairman of the Nominating Committee, who presented the slate of nominations to the Board of Trustees for

the Year 1994-1995 as follows:

Trustees:

Dr. James Bennington  
Mr. Robert T. Devlin  
Mr. Andrew W. Edwards  
Mrs. Norma Garcia-Kennedy  
Mr. Henry W. Howard  
Mr. Stuart Morshead

Mr. George J. Otto  
Dr. Bruce J. Sams  
Mr. Bruce L. Scollin  
Mr. James Wheary  
Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Devlin/Morshead) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mr. Otto presented the nominations for Officers of the Board of Trustees as follows:

Chairman:	Mr. Andrew W. Edwards
Vice Chairman:	Dr. Bruce Sams
Chief Financial Officer:	Mr. Stuart Morshead
Secretary:	Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Howard/Morshead) that the foregoing be elected for the ensuing year or until their successors are elected and qualified.

Mrs. Mustacchi, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1994-1995 as follows:

Mrs. J. Jerrold Applegarth	Mrs. Charles F. MacLellan
Mrs. Peter Avenali	Mrs. Elizabeth S. Mitchum
Mrs. Bruce Baker	Mrs. Frederick Moller, Jr.
Mrs. Anthony V. Barber	Mrs. Piero O. Mustacchi
Mrs. John Boswell	Miss Rose Fox Noll
Mrs. Clyde Charlton	Mrs. Richard A. Olness
Mrs. John L. Cooper	Mrs. Peter Richards
Mrs. George Dodge	Mrs. Patricia K. Scott
Mrs. John Gallagher	Mrs. Phillips Stackhouse
Mrs. Glenn L. Hickerson	Mrs. Charles B. Stark, Jr.
Mrs. Thomas Kelley	Mrs. Michael Stone
Mrs. Barry Livingston	Mrs. William T. Waste
Mrs. Edward McCormick	

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Moller/Mitchum) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Mustacchi presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1994-1995:

Mrs. Bruce Baker  
Mrs. Elizabeth S. Mitchum  
Mrs. Frederick A. Moller, Jr.  
Mrs. Peter Richards

Nominations for officers of the Board of Managers were as follows:

President:	Mrs. Frederick A. Moller, Jr.
1st Vice President:	Mrs. Peter Richards
2nd Vice President:	Mrs. Charles B. Stark, Jr.
Treasurer:	Mrs. Bruce Baker
Asst. Treasurer:	Mrs. Elizabeth S. Mitchum
Recording Secretary:	Mrs. John L. Cooper
Asst. Record. Secretary:	Miss Rose Fox Noll
Corresponding Secretary:	Mrs. Edward McCormick

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Howard/Otto) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 3:50 p.m.

Respectfully submitted,

*Andrew W. Edwards*  
Andrew W. Edwards  
Chairman

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SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 6, 1993

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 6, 1993. The following members were present: Trustees: Messrs. Edwards, Howard, Noble, Otto, and Scollin; Managers: Mesdames Applegarth, Avenali, Baker, Boswell, Charlton, Cooper, Dodge, Edwards, Leonards, MacLellan, McCormick, Mitchum, Moller, Richards, Stackhouse, and Stark. Managers also serving as Trustees are Mesdames Moller, Richards, and Stark. The following guests were present: Mrs. Barbara Cox McGinley, Administrator, Advisory Council members, Mesdames Livingston, and McDaniel. Ms. Kaye Moore, Administrative Secretary, was also present.

A quorum being present, the meeting was called to order by Henry W. Howard, Chairman, at 2:05 p.m. Mr. Howard welcomed members and guests to this 140th annual meeting of the Society. In consideration of the minutes of May 7, 1992, he noted one correction, stating that the 1992 minutes should have read the "139th" meeting of the Society. This correction noted, it was moved, seconded, and carried (Edwards, Otto) to approve the minutes of May 7, 1992 as written.

Mr. Howard stated that he wished to change the order of the agenda to present the report of the Chairman first. He announced that he is resigning as Chairman of the Board of Trustees effective this date. His full report to the Board is attached for the record. In summary, he expressed his gratitude to fellow Trustees, Managers and The Heritage staff. He remarked that Mrs. McGinley has now completed her first fiscal year as Administrator and praised her business acumen as well as her foresight and leadership in assembling a staff of the highest quality. To Mrs. Mustacchi he offered special gratitude for her guidance of the Board of Managers and he welcomed Mrs. Moller as the new President. Noting that the past year has been a particularly turbulent one, he specifically thanked Trustees Edwards and Wheary as well as attorney Carol Boman for their skillful resolution of the problems surrounding the Ground Lessee's interest in the Cathedral Hill Hotel property on Van Ness Avenue. In conclusion, he expressed his gratitude for the privilege of serving as Chairman "at this marvelous institution so close to my heart" and added that he will be pleased to continue to as a Trustee for another year should members so desire.

In the absence of Mr. Stuart Morshead, Chief Financial Officer, Mr. Howard reported that the annual audit has been completed by the firm of Peat Marwick and is accompanied by a letter commending the staff for excellent performance over the past year. Financial statements reflect in detail what Mr. Morshead would have reported, i.e., that the Society is financially sound and that there is nothing of momentous character to report.

Mr. Otto, Chairman of the Investment Committee, reported that income from the bond portfolio is substantially less this year and will continue to be so because of declining interest rates. However, the quality of the portfolio has not diminished and overall, we are in good shape with total value of securities substantially over costs.

Mrs. Moller, President Pro Tem, presented the annual report of the Board of Managers. See attached report. Mrs. Moller echoed Mr. Howard's sentiments in describing her appreciation for Mrs. Mustacchi's leadership during her tenure as President of the Board of Managers. She cited the Spring Open House as an example of Trustees, Managers, and Advisory Council Members working together with staff to achieve many of the goals set forth by the Marketing Study prepared by Kingsley & Associates.

Mrs. McGinley, having distributed a written report, thanked Mr. Howard and Mrs. Moller for their kind words and for their support during her tenure as Administrator. She credited the Boards with the fact that staff has been given the opportunity to be creative in coming up with new ideas. With freedom to establish new staffing patterns, problems have been solved in an economically sound and efficient manner.

Mr. Howard called for other business. There being none, he called on Mr. Otto, Chairman of the Nominating Committee, who presented the slate of nominations to the Board of Trustees for the year 1993-1994 as follows:

Officers of the Board of Trustees:

Chairman:	Mr. Andrew W. Edwards
Vice Chairman:	Dr. Bruce Sams
Chief Financial Officer:	Mr. Stuart Morshead
Secretary:	Mr. David L. White

Trustees:

Dr. James Bennington	Mr. George J. Otto
Mr. Andrew W. Edwards	Dr. Bruce J. Sams
Mr. Henry W. Howard	Mr. Bruce L. Scollin
Mr. Stuart Morshead	Mr. James Wheary
Mr. Charles E. Noble	Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Howard, Noble) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

Mrs. Leonards, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1993-1994 as follows:

Mrs. J. Jerrold Applegarth	Mrs. Charles E. Hall
Mrs. Peter Avenali	Mrs. Frank de Milt Hill
Mrs. Bruce Baker	Mrs. Richard Leonards
Mrs. John Boswell	Mrs. Edward McCormick
Mrs. Clyde Charlton	Mrs. Charles F. MacLellan
Mrs. John L. Cooper	Mrs. Elizabeth S. Mitchum
Mrs. George Dodge	Mrs. Frederick Moller, Jr.
Mrs. Andrew W. Edwards	Mrs. Piero O. Mustacchi

Mrs. Richard A. Olness  
Mrs. Fred H. Parkin, Jr.  
Mrs. Peter Richards  
Mrs. Patricia K. Scott  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. William T. Waste

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Leonards/Edwards) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Leonards presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1993-1994:

Mrs. Frederick A. Moller, Jr.  
Mrs. Bruce Baker  
Mrs. Peter Richards  
Mrs. Elizabeth S. Mitchum

Nominations for officers of the Board of Managers were as follows:

President:	Mrs. Frederick A. Moller, Jr.
1st Vice President:	Mrs. Peter Richards
2nd Vice President:	Mrs. Charles B. Stark, Jr.
Treasurer:	Mrs. Bruce Baker
Asst. Treasurer:	Mrs. Elizabeth S. Mitchum
Recording Secretary:	Mrs. Phillips Stackhouse
Asst. Record. Secretary:	Mrs. J. Jerrold Applegarth
Corresponding Secretary:	Mrs. William T. Waste

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Edwards/Otto) that the foregoing be appointed for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

*Andrew W. Edwards*

Andrew W. Edwards  
Chairman

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 7, 1992

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 7, 1992. The following members were present: Trustees: Messrs. Bennington, Edwards, Howard, Morshead, Noble, and White; Managers, Mesdames Baker, Dodge, Edwards, Hall, Moller, Mustacchi, Olness, Richards, Scott, Stackhouse, Stark, and Waste. Managers also serving as Trustees are Mesdames Moller, Mustacchi, Scott and Stark. The following guests were present: Miss Barbara Cox, Administrator, Advisory Council members, Mesdames Hiller, Lampen, Livingston, Logan, McDaniel, Reinecke and von der Lieth; Mrs. John L. Cooper, Mrs. Peter B. Dunckel, Mrs. Edward Mc Cormick, Mrs. Elizabeth S. Mitchum and Mrs. Fred H. Parkin, Jr., Board of Managers nominees, and Ms. Kaye Moore, Administrative Secretary, were also present.

A quorum being present, the meeting was called to order by Henry W. Howard, Chairman, at 2:00 p.m. Mr. Howard welcomed members and guests to this 139th annual meeting of the Society. He then requested consideration of the minutes of May 9, 1991.

Mrs. Livingston, noting that her name was omitted from the list of those present at the last annual meeting, requested a correction. Duly recorded, it was moved, seconded, and carried (Noble, Edwards) to accept as corrected the minutes, May 9, 1991.

Mr. Morshead presented the report of the Chief Financial Officer. He reviewed the Peat Marwick Audit dated March 23, 1992 stating that it fairly represents our financial circumstances. He stated that he has worked with Mr. Howard and Controller, James Freund, in developing a model to project rates of increased expense and income over 7 years. Under discussion now are fee increases for the current year. Other increases will be determined in part through the use of the forecast model which projects a continued deficit over the next several years. Operations are in conformity with budget.

In the absence of Mr. Otto, Investment Chairman, Mr. Morshead reported that investments continue to be sound under Mr. Otto's expert management. Mr. Edwards noted that while discussions continue regarding the lease hold for the Cathedral Hill Hotel property, there are no new developments. Mr. Edwards further reported that the Society has negotiated a new lease with Mr. Zeikin for the flat at 1538 Francisco Street for \$1550 per month until December 31, 1992, then \$1650 per month until the balance of the term which expires on December 12, 1993.

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Mrs. Mustacchi, President, presented the annual report of the Board of Managers. See attached report.

There was discussion regarding resident fee increases and marketing strategies. Mrs. Mustacchi responded to questions about this year's increase, noting that each case has been individually considered. Dr. Bennington and Mr. Edwards spoke on behalf of a policy for setting fee structures. Advisory Council Member, Mrs. McDaniel, offered some historical perspective on financial trends and specifically on the use of the subsidy claim.

Miss Cox, having distributed a written report, thanked the Boards and Mrs. Mustacchi in particular for their help over the past six months of her tenure as Administrator. Mr. White, on behalf of the Board, thanked Miss Cox for her superior accomplishments.

Mr. Howard called for other business. There being none, in the absence of Mr. Otto, Chairman of the Nominating Committee, Mr. Howard presented the slate of nominations to the Board of Trustees for the year 1992-1993 as follows:

Dr. James Bennington	Mr. George J. Otto
Mr. Andrew W. Edwards	Dr. Bruce J. Sams
Mr. Henry W. Howard	Mr. Bruce L. Scollin
Mr. Stuart Morshead	Mr. James Wheary
Mr. Charles E. Noble	Mr. David L. White

Nominations were called for from the floor, there being none, the nominations were closed. It was moved, seconded and carried (Edwards, Noble) that the forgoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

In the absence of Mrs. Leonards, Chairman of the Nominating Committee of the Board of Managers, Mrs. Scott presented the slate of nominations for the Board of Managers for the year 1992-1993 as follows:

Mrs. Frank Abbott, III	Mrs. Edward McCormick
Mrs. J. Jerrold Applegarth	Mrs. Charles F. MacLellan
Mrs. Peter Avenali	Mrs. Elizabeth S. Mitchum
Mrs. Bruce Baker	Mrs. Frederick Moller, Jr.
Mrs. John Boswell	Mrs. Piero O. Mustacchi
Mrs. Clyde Charlton	Mrs. Richard A. Olness
Mrs. John L. Cooper	Mrs. Fred H. Parkin, Jr.
Mrs. George Dodge	Mrs. Peter Richards
Mrs. Peter B. Duncel	Patricia K. Scott
Mrs. Andrew W. Edwards	Mrs. Phillips Stackhouse
Mrs. Charles E. Hall	Mrs. Charles B. Stark, Jr.
Mrs. Frank de Milt Hill	Mrs. William T. Waste
Mrs. Richard Leonards	

Mrs. Mustacchi, President, presented the annual report of the Board of Managers. See attached report.

There was discussion regarding resident fee increases and marketing strategies. Mrs. Mustacchi responded to questions about this year's increase, noting that each case has been individually considered. Dr. Bennington and Mr. Edwards spoke on behalf of a policy for setting fee structures. Advisory Council Member, Mrs. McDaniel, offered some historical perspective on financial trends and specifically on the use of the subsidy claim.

Miss Cox, having distributed a written report, thanked the Boards and Mrs. Mustacchi in particular for their help over the past six months of her tenure as Administrator. Mr. White, on behalf of the Board, thanked Miss Cox for her superior accomplishments.

Mr. Howard called for other business. There being none, in the absence of Mr. Otto, Chairman of the Nominating Committee, Mr. Howard presented the slate of nominations to the Board of Trustees for the year 1992-1993 as follows:

Dr. James Bennington	Mr. George J. Otto
Mr. Andrew W. Edwards	Dr. Bruce J. Sams
Mr. Henry W. Howard	Mr. Bruce L. Scollin
Mr. Stuart Morshead	Mr. James Wheary
Mr. Charles E. Noble	Mr. David L. White

Nominations were called for from the floor, there being none, the nominations were closed. It was moved, seconded and carried (Edwards, Noble) that the forgoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

In the absence of Mrs. Leonards, Chairman of the Nominating Committee of the Board of Managers, Mrs. Scott presented the slate of nominations for the Board of Managers for the year 1992-1993 as follows:

Mrs. Frank Abbott, III	Mrs. Edward McCormick
Mrs. J. Jerrold Applegarth	Mrs. Charles F. MacLellan
Mrs. Peter Avenali	Mrs. Elizabeth S. Mitchum
Mrs. Bruce Baker	Mrs. Frederick Moller, Jr.
Mrs. John Boswell	Mrs. Piero O. Mustacchi
Mrs. Clyde Charlton	Mrs. Richard A. Olness
Mrs. John L. Cooper	Mrs. Fred H. Parkin, Jr.
Mrs. George Dodge	Mrs. Peter Richards
Mrs. Peter B. Dunckel	Patricia K. Scott
Mrs. Andrew W. Edwards	Mrs. Phillips Stackhouse
Mrs. Charles E. Hall	Mrs. Charles B. Stark, Jr.
Mrs. Frank de Milt Hill	Mrs. William T. Waste
Mrs. Richard Leonards	

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Mustacchi, Mrs. Scott) that the forgoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Leonards presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1992-1993:

Mrs. Frederick A. Moller, Jr.  
Mrs. Piero O. Mustacchi  
Mrs. Peter Richards  
Mrs. Charles B. Stark, Jr.

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Nobel, Hill) that the forgoing be appointed Trustees for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 3:50 p.m.

Respectfully submitted,

*David L. White*

David L. White  
Secretary

DLW:km

ORGANIZATION MEETING  
BOARD OF TRUSTEES  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 7, 1992

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held on May 7, 1992 at 3400 Laguna Street, San Francisco, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:55 p.m. by Mr. Henry W. Howard, Chairman.

Upon motion duly made, seconded and carried, the following officers were elected for the ensuing year:

Chairman . . . . . Henry W. Howard  
Vice-Chairman & . . . . .  
Chief Financial Officer . . . . . Stuart W. Morshead  
Secretary . . . . . David L. White

Executive Committee

Henry W. Howard (ex officio)  
Stuart W. Morshead  
George J. Otto  
Charles Noble  
Bruce Scollin

Investment Committee

George J. Otto  
Charles E. Noble  
James Wheary  
Henry W. Howard (ex officio)

Director of Real Estate . . . . . Andrew Edwards and David White

Insurance Consultant . . . . . Bruce L. Scollin

Nominating Committee  
George J. Otto, Chairman  
James Bennington  
Stuart W. Morshead  
Bruce L. Scollin  
James Wheary

There being no further business, the meeting was adjourned at 4:05 p.m.

Respectfully submitted,

David L. White  
Secretary  
DLW:km

ORGANIZATION MEETING  
BOARD OF MANAGERS  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 7, 1992

A meeting of the Board of Managers of San Francisco Ladies' Protection and Relief Society was held on May 7, 1992 at 3400 Laguna Street, San Francisco, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:55 p.m. by Mrs. Piero O. Mustacchi, President.

In the absence of the Chairman of the Nominating Committee, Mrs. Richard Leonards, Mrs. Scott presented the following slate of Officers of the Board of Managers for 1992-1993:

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President . . . . .	Mrs. Piero O. Mustacchi
First Vice-President . . . . .	Mrs. Frederick Moller, Jr.
Second Vice-President . . . . .	Mrs. Peter Richards
Treasurer . . . . .	Mrs. Charles B. Stark, Jr.
Assistant Treasurer . . . . .	Mrs. Bruce Baker
Recording Secretary . . . . .	Mrs. Phillips Stackhouse
Assistant Recording Secretary . . . . .	Mrs. J. Jerrold Applegarth
Corresponding Secretary . . . . .	Mrs. William T. Waste

It was moved, seconded, and carried (Mrs. Hall, Mrs. Scott) that the foregoing be elected.

There being no further business, the meeting was adjourned at 4:10 p.m.

Respectfully submitted,

*Mrs. Peter C. Richards*

Mrs. Peter Richards  
Second Vice-President  
Board of Managers

DR:km

ANNUAL REPORT OF THE PRESIDENT  
OF THE BOARD OF MANAGERS  
MAY 7, 1992

I would like to take this opportunity to thank the ladies of the Board of Managers for the tremendous amount of work they did this year.

The Admissions Committee was chaired by Donna Abbott. There were 11 persons admitted to The Heritage, and 7 were placed on the waiting list. The Chair has strongly recommended that we hire a professional marketing expert in the field of care for the elderly to help us evaluate the marketing.

The Finance Committee, under the chairmanship of Fran Stark, has met monthly to review the expenses. It prepared the budget. A very critical review was made of all proposed expenses and capital outlays. The budget was  $\frac{1}{2}$  prepared for the coming year.

The Food Committee, under the leadership of Susan Olness, had monthly meetings. It was at their suggestion that the Managers started to have lunch with Residents in order to have an exchange of views and get better acquainted. The Self Help for the Elderly program was also supervised and several visits were made to the facility.

The Garden Committee was headed by Beverly MacLellan. A big pruning was done; flowers were planted, but the concern is that there is a severe shortage of water. A new garden shed was installed and several Brown Jordan chairs were purchased.

The Health Center Committee was chaired by Janet Hill. Miss Helms was kept very busy because of many staff turnovers as well as instructing the staff in the use of the computer. The standard of care at the Health Center remains very high and we continue to have placement of students from UCSF.

The Residents' Council had Grace Hall as chair. She met monthly with their executive committee and reported their praises and complaints to use.

The Personnel Policies & Procedures was led by Diane Richards. She has reviewed the job description of the administrator and is going through other categories.

The Computer Committee was led by Betty Leonards. More units were bought and most of the personnel is learning its use.

I would like to thank the Executive Committee for all the help they gave me. We had a very interesting meeting that lasted one day and a half, during which we met with the staff and then by ourselves. We made Cable Vision available to all residents. We have taken a

very hard look at the fee structure of our residents. We hope to remedy this by raising the entrance fee and the monthly charges of both new and current residents. Naturally, we shall make an individual rate for each resident.

This year we had important changes in our staff. Mr. Benedict left in October and Barbara Cox took his place. She has faced a tremendous amount of work reorganizing the staff. I am very grateful to all the staff for their help and especially to Barbara; we have gone through a lot together.

Respectfully submitted,

  
Mrs. Piero O. Mustacchi  
President  
Board of Managers

DM:km

AAB701

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 9, 1991

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 9, 1991. The following members were present: Trustees: Messrs. Edwards, Howard, Matthews, Morshead, Noble, Otto, Scollin, and White; Managers, Mesdames Abbott, Applegarth, Avenali, Edwards, Hall, Hill, Hiller, Leonards, MacLellan, Moller, Mustacchi, Olness, Reinecke, Richards, Stackhouse, Stark, Tight, von der Lieth, and Waste. Managers also serving as Trustees are Mesdames Avenali, Leonards, Mustacchi, and Stark. The following guests were present: Miss Barbara Cox, Assistant Administrator, Advisory Council members, Mesdames Lampen, Logan, McDaniel, and Nigh; Mrs. John Boswell and Mrs. Clyde Charlton, Board of Managers nominees, and Ms. Pamela Edwards of Peat Marwick, Certified Public Accountants, were also present.

A quorum being present, the meeting was called to order by Henry W. Howard, Chairman, at 1:55 p.m. Mr. Howard congratulated all the Board members but specifically the Managers for all of their contributions. He also welcomed James Wheary as a new Trustee.

The minutes of the last Annual Meeting, May 3, 1990, were unanimously accepted as mailed.

Mr. Morshead presented the report of the Chief Financial Officer. He reviewed the Peat Marwick Audit dated March 22, 1991. The balance sheets show that the Society is in a strong financial position. The assets available for statutory reserves are higher than needed. There were no management letter comments this year. After reviewing highlights of the financial statements, Mr. Morshead concluded that this has been a good year. Mr. White raised the question of whether the Society should consider earthquake insurance coverage. Mr. Morshead responded that the cost of all the repairs resulting from the 1989 earthquake equals approximately a single one year premium. In addition, deductibles are high. The consensus was that further investigation of earthquake insurance coverage is not needed.

Mr. Otto, Chairman, presented the report of the Investment Committee, commenting that the best policy is to leave quality investments alone. Because of a fine balance of investments, the Society is protected in a changing climate.

Mr. Howard, Chairman, presented his report, focusing on discussions regarding the ground lease of the Cathedral Hill Hotel. Sammons Corporation continues thier effort to find a buyer acceptable to the Society for their leasehold interest, which to date has been unsuccessful in the current weak commercial real estate market.

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Nobel, Hill) that the forgoing be appointed Trustees for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 2:45 p.m.

Respectfully submitted,



David L. White  
Secretary

DLW:km

ORGANIZATION MEETING  
BOARD OF TRUSTEES  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 9, 1991

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held on May 9, 1991 at 3400 Laguna Street, San Francisco, immediately following the Annual Meeting of the Society. The meeting was called to order at 2:50 p.m. by Mr. Henry W. Howard, Chairman.

Upon motion duly made, seconded and carried, the following officers were elected for the ensuing year:

Chairman . . . . . Henry W. Howard  
Vice-Chairman & . . . . .  
Chief Financial Officer . . . . . Stuart W. Morshead  
Secretary . . . . . David L. White

Executive Committee

Henry W. Howard (ex officio)  
Stuart W. Morshead  
George J. Otto  
Charles Noble  
Bruce Scollin

Investment Committee

George J. Otto  
Charles E. Noble  
James Wheary  
Henry W. Howard (ex officio)

Director of Real Estate . . . . . David White and Andrew Edwards

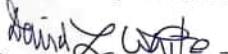
Insurance Consultant . . . . . Bruce L. Scollin

Nominating Committee

George J. Otto, Chairman  
James Bennington  
Stuart W. Morshead

There being no further business, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

  
David L. White

Secretary

DLW:km

ORGANIZATION MEETING  
BOARD OF MANAGERS  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 9, 1991

A meeting of the Board of Managers of San Francisco Ladies' Protection and Relief Society was held on May 9, 1991 at 3400 Laguna Street, San Francisco, immediately following the Annual Meeting of the Society. The meeting was called to order at 2:50 p.m. by Mrs. Piero O. Mustacchi, President.

The Chairman of the Nominating Committee, Mrs. Richard Leonards, presented the following slate of Officers of the Board of Managers for 1991-1992:

President . . . . .	Mrs. Piero O. Mustacchi
First Vice-President . . . . .	Mrs. Peter Avenali
Second Vice-President . . . . .	Mrs. Peter Richards
Treasurer . . . . .	Mrs. Charles B. Stark, Jr.
Assistant Treasurer . . . . .	Mrs. Frederick A. Moller, Jr.
Recording Secretary . . . . .	Mrs. Charles F. MacLellan
Corresponding Secretary . . . . .	Mrs. William T. Waste

It was moved, seconded, and carried (Mrs. Hall, Mrs. Edwards) that the foregoing be elected.

There being no further business, the meeting was adjourned at 3:30 p.m.

Respectfully submitted,

*Joan E. Quineli*

Mrs. Peter Avenali  
First Vice-President  
Board of Managers

JA:km

ANNUAL REPORT OF THE PRESIDENT  
OF THE BOARD OF MANAGERS  
1991

It has been a very good year for the Board of Managers and I want to thank all of them for their hard work.

The Admissions Committee, under the leadership of Donna Abbott, revised all committee procedures and correspondence to clarify communications. They interviewed all applicants and placed the appropriate ones in the waiting pool.

The Finance Committee met monthly under Fran Stark and guided the financial fortunes of The Heritage. It instituted the procedures for three bids on all planned expenses over \$300.00. It screened all requests for admission from the financial point of view and prepared the 1992 budget. Expenses went up by 5½%.

The Food and Public Nutrition Committee was chaired by Barbie Moller. She supervised the meetings of the committee as well as the food that was served at the Self Help for the Elderly. A tour was conducted by Barbie of the Chinatown facilities.

Special thanks go to Betty Tight and her Garden Committee for improving the courtyard and purchasing the furniture in memory of Alice Sherman. They had a difficult year because of the drought and had to retrench their plans.

The Health Center Committee was headed by Diane Richards. The computer was installed and soon it will be routine. Miss Helms has spoken with each resident about the Durable Power of Attorney for Health Care, the Preferred Intensity of Care and Directive to Physician. We had a graduate student of nursing from UCSF and all this was accomplished in spite of a high level of occupancy.

The House Committee, under the leadership of Betsy Hiller, provided a beautiful rug for the Library. Many pieces of furniture were recovered. They are in the process of looking at the possibility of converting two adjacent rooms into a suite, thanks to the expertise of Georgia Edwards.

The Long Range Planning Committee, with Betty Leonards as chair, saw to it that each room and landing in the Perry Building now has a way of adjusting the heat easily for each resident. The chimneys were rebuilt and are working and all earthquake related repairs were done.

You will hear more from Betty Leonards and the Nominating Committee.

The Personnel, Policies and Procedure, Alice von de Lith, Chair. The Residents' Manual was revised as well as several policies relating

to the applicants for admission.

The Residents' Council Committee had Grace Hall as its delegate from the Board and she reported on their meetings.

The Special Events Committee had a series of parties wonderfully planned by Pat Scott.

The Ferguson Committee was led by Mrs. Reinecke who worked very hard. Isabel Applegarth was in charge of the selection of a wonderful organ for the Chapel.

The Computer Committee had Betty Leonards in charge; it has made arrangements for installing a computer in accounting.

Thank you again ladies for all your help, and especially thank you to the staff for their help.

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Respectfully submitted,

*Mrs. Piero O. Mustacchi*

Mrs. Piero O. Mustacchi  
President  
Board of Managers

DM:km

Mrs. Mustacchi, President, presented the annual report of the Board of Managers. See attached report.

In the absence of Mr. Benedict, Barbara Cox, Assistant Administrator, gave the annual report of the Administrator. See attached report. Mr. Morshead then asked Miss Cox to describe the primary responsibilities of her job as Assistant Administrator.

Mr. Howard called for other business. There being none, Mr. Otto, Chairman of the Nominating Committee, presented the slate of nominations to the Board of Trustees for the year 1991-1992 as follows:

Dr. James Bennington  
Mr. Andrew W. Edwards  
Mr. Henry W. Howard  
Mr. Lemuel H. Matthews  
Mr. Stuart Morshead  
Mr. Charles E. Noble

Mr. George J. Otto  
Dr. Bruce J. Sams  
Mr. Bruce L. Scollin  
Mr. James Wheary  
Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Otto, Noble) that the forgoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Leonards, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1991-1992 as follows:

Mrs. Frank Abbott, III  
Mrs. J. Jerrold Applegarth  
Mrs. Peter Avenali  
Mrs. Bruce Baker  
Mrs. Richard Bates  
Mrs. John Boswell  
Mrs. Clyde Charlton  
Mrs. George Dodge  
Mrs. Andrew W. Edwards  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Frank de Milt Hill

Mrs. Allan D. LeFevre  
Mrs. Richard Leonards  
Mrs. Charles F. MacLellan  
Mrs. Frederick Moller, Jr.  
Mrs. Piero O. Mustacchi  
Mrs. Richard A. Olness  
Mrs. Peter Richards  
Patricia K. Scott  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. William T. Waste

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Hall, Mrs. Leonards) that the forgoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Leonards presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1991-1992:

Mrs. Frederick A. Moller, Jr.  
Mrs. Piero O. Mustacchi  
Patricia K. Scott  
Mrs. Charles B. Stark, Jr.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING  
May 3, 1990

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 3, 1990. The following numbers were present: Trustees: Messrs. Bennington, Matthews, Morshead, Noble, Otto, Perkins, Scollin, White; Managers: Mesdames Applegarth, Avenali, DeMott, Hall, Hall, Jr., Hill, Hiller, Leonards, Moller, Mustacchi, Pinkham, Reinecke, Scott, Stackhouse, Stark, and von der Lieth. Managers also serving as Trustees are Mesdames Avenali, Leonards, Mustacchi, and Stark. The following guests were present: Mr. Edward J. Benedict, Administrator, Ms. Barbara Cox, Assistant Administrator, Advisory Council members: Mesdames Finley, Gallatin, Lampen, Logan, McDaniel, and Nigh; Mrs. Charles MacLellan, Board of Managers' nominee, and Ms. Pamela Edwards of Peat Marwick, Certified Public Accountants.

A quorum being present, the meeting was called to order by Vice-Chairman, Stuart W. Morshead, in the absence of Henry W. Howard, Chairman, at 2:00 p.m.

Mr. Morshead began the meeting by announcing that Henry Howard is currently in Mills Memorial Hospital having suffered a minor stroke, but sounded in clear voice and good spirits on the telephone today.

The minutes of the last Annual Meeting, May 4, 1989, were unanimously accepted as mailed.

Mr. Perkins presented the report of the Chief Financial Officer. He reviewed the Peat Marwick Audit dated April 6, 1990. The balance sheets show that the Society is in a strong financial position with the Real Estate and Securities listed at cost although the market value is significantly higher. The Operating Statement shows a bottom line excess of revenue over expenses of \$284,061. The assets available for statutory reserves are higher than needed. There were no management letter comments this year. Spathanie Oakes, Controller, was complimented for keeping such neat and accurate accounting records. Mr. Perkins introduced Ms. Pamela Edwards of the Peat Marwick Audit team. She stated that she once again found The Heritage internal controls to be strong and emphasized her opinion that it is a well run, healthy organization. In noting that Mr. Perkins is leaving the Board of Trustees, Mr. White praised him for his many years of fine service, greatly appreciated by the Society.

Mr. Otto, Chairman, presented the report of the Investment Committee, commenting that the environment in the securities business has been troublesome. But because of a fine balance of investments, the Society is protected in a changing climate and it has been to the organization's advantage to take a conservative position and leave the investments alone.

In the absence of Mr. Howard, Mr. Morshead reported for the Chairman. He first cautioned that Age and Depreciation projects be carefully considered by their necessity. He then stated that the Sammons Corporation continues to approach the Society for lease changes. The process is still active with Mr. Edwards selected to assume the negotiations on behalf of the Society. Mr. Otto explained that the balance of investments would be disturbed if the land were sold and the holding became cash because of our status under Internal Revenue code. He also pointed out that it is prudent to hold onto valuable property in this inflationary environment.

Mrs. Leonards, President, presented the annual report of the Board of Managers.  
See attached report.

Mr. Benedict gave the annual report of the Administrator. See attached report.

Mr. Morshead introduced the subject of the flats on Francisco Street. He stated that a meeting is planned for May 18 with Sandy Barker, architect, to study possibilities for their future use.

Mr. Morshead called for other business. There being none, Mr. Otto, Chairman of the Nominating Committee, presented the slate of nominations to the Board of Trustees for the year 1990-1991 as follows:

Dr. James Bennington  
Mr. Andrew W. Edwards  
Mr. Henry W. Howard  
Mr. Lemuel H. Matthews  
Mr. Stuart W. Morshead

Mr. Charles E. Noble  
Mr. George J. Otto  
Mr. Bruce J. Sams  
Dr. Bruce L. Scollin  
Mr. David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Otto, Bennington) that the forgoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. James Hall, Jr., Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1990-1991 as follows:

Mrs. Frank H. Abbott, III  
Mrs. J. Jerrold Applegarth  
Mrs. Peter Avenali  
Mrs. Richard J. Bates  
Mrs. Richard W. DeMott  
Mrs. George W. Dodge  
Mrs. Theodore Eliot  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Frank de Milt Hill  
Mrs. Robert Hiller  
Mrs. Allan LeFevre

Mrs. Richard Leonards  
Mrs. Charles F. MacLellan  
Mrs. Frederick A. Moller, Jr.  
Mrs. Piero O. Mustacchi  
Mrs. David J. Pinkham  
Mrs. Robert L. Reinecke  
Mrs. Peter Richards  
Patricia K. Scott  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Dexter C. Tight  
Mrs. Robert H. von der Lieth  
Mrs. William T. Waste

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Hall, Mrs. Leonards) that the forgoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Hall, Jr. presented the following nominations for members of the Board of Managers to serve on the Board of Trustees for 1990-1991:

Mrs. Peter Avenali  
Mrs. Richard Leonards  
Mrs. Piero Mustacchi  
Mrs. Robert von der Lieth

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Noble, Hill) that the forgoing be appointed as Managers to serve as Trustees for the ensuing year or until their successors are elected and qualified.

There being no further business, the meeting was adjourned in respect for Alice Sherman at 3:07 p.m.

Respectfully submitted,  
*[Signature]*  
David L. White  
Secretary

ORGANIZATION MEETING OF  
THE BOARD OF TRUSTEES OF  
THE SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 3, 1990 immediately following the adjournment of the Annual Meeting of the Society. The meeting was called to order at 3:10 p.m.

The following were present: Messrs. Bennington, Matthews, Morshead, Noble, Otto, Perkins, Scollin, and White.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year:

Chairman.....Henry W. Howard  
Vice-Chairman.....Stuart W. Morshead  
Secretary.....David L. White  
Chief Financial Officer.....Stuart W. Morshead

EXECUTIVE COMMITTEE  
Henry W. Howard (ex officio)  
Stuart W. Morshead  
George J. Otto  
James Bennington

INVESTMENT COMMITTEE  
George J. Otto  
Charles E. Noble  
Henry W. Howard (ex officio)

Director of Real Estate.....David L. White

Insurance Consultant.....Bruce L. Scollin

NOMINATING COMMITTEE  
George J. Otto  
James Bennington  
Stuart W. Morshead

Mr. Morshead proposed that the Society engage Laventhal and Horwath to act as consultants during the negotiations of the Cathedral Hill Hotel lease agreement on an as needed basis. It was moved, seconded and carried (Bennington, Otto) to engage the specialists. There was discussion regarding the vacancy on the Board of Trustees due to the departure of Mr. Perkins. It was agreed that the areas of expertise that would be important to explore for prospects would be Finance, Actuarial Specialty, and Architecture.

There being no further business, the meeting was adjourned at 3:30 p.m.

Respectfully submitted,

*David L. White*  
David L. White  
Secretary

DNW:km

ORGANIZATION MEETING OF  
THE BOARD OF TRUSTEES OF  
THE SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 4, 1989 immediately following adjournment of the Annual Meeting of the Society. The meeting was called to order at 2:45 p.m.

The following were present: Messrs. Edwards, Howard, Morshead, Noble, Otto, and White.

Upon motion duly made, seconded and carried unanimously, the following officere were elected for the ensuing year:

Chairman.....Henry W. Howard  
Vice-Chairman.....Stuart W. Morshead  
Secretary.....David L. White  
Chief Financial Officer.....John S. Perkins

EXECUTIVE COMMITTEE

Henry W. Howard (ex officio)  
Stuart W. Morshead  
George J. Otto  
John S. Perkins  
James Bennington

INVESTMENT COMMITTEE

George J. Otto  
Charles E. Noble  
John S. Perkins  
Henry W. Howard (ex officio)

Director of Real Estate.....David L. White

Insurance Consultant.....Bruce L. Scollin

NOMINATING COMMITTEE

George J. Otto  
James Bennington  
John S. Perkins  
Stuart W. Morshead

There being no further business, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

*David L. White*  
David L. White  
Secretary

DLW:km

Meeting of the Board of Managers, May 3, 1990

A meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 3, 1990 at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:15 p.m.

The chairman of the Nominating Committee, Mrs. James Lowe Hall, Jr., presented the following slate of Officers of the Board of Managers for 1990-1991:

Mrs. Piero O. Mustacchi	President
Mrs. Peter Avenali	First Vice-President
Mrs. Frederick A. Moller, Jr.	Second Vice-President
Mrs. Robert von der Lieth	Treasurer
Mrs. George W. Dodge	Assistant Treasurer
Mrs. Allan D. LeFevre	Recording Secretary
Mrs. Dexter Tight	Assistant Recording Secretary
Mrs. Frank de Milt Hill	Corresponding Secretary

It was moved, seconded and carried (Mrs. Hall, Jr., Mrs. Reinecke) that the foregoing be elected.

Mrs. Leonards introduced Mrs. Mustacchi as the new President. Mrs. Mustacchi thanked Mrs. Leonards and presented, on behalf of the Managers, a rhododendron planted in The Heritage garden in her honor and a Herend cache-pot, received with appreciation.

There being no further business, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Mrs. J. Jerrold Applegarth  
First Vice-President  
Board of Managers

IA:km

The Heritage

The Annual Report of The President of The Board of Managers

May 3, 1990

The earthquake last October brought to mind the other large earthquake in the history of this Society. In 1906, The San Francisco Ladies' Protection and Relief Society had a home for orphans, half-orphans, abandoned children and ladies in Straightened Circumstances. The home, which was affectionately called "The Brown Ark" had been built in 1862-63. It was located on the Van Ness - Post Street property and was designed by the well known architect S.C. Bugbee.

From Carol Green Wilson's book, A History of The Heritage 1853-1970 is this account: A crumbling chimney fell on a small boy's bed on the morning of April 18, 1906, but he was not in it. When the matron found him in the yard she asked him how he happened to escape. He answered with childish directness "when the first brick fell, I thought it was time to get." Later that morning as the fires came closer the time came to evacuate. They set out on foot with 145 children, a blanket for each and babies in arms for the Park. Along the way a soldier suggested they go instead to The Presidio where they would be closer to supplies and more tents for shelter.

In both 1906 and 1989 the ingenuity, courage and selflessness of the staff was unparalleled. Our present staff used their experience from last October to devise a Disaster and Earthquake Preparedness Plan and Kit which is exemplary and serves as a model for other life care facilities.

In our dining room today you saw the handsome new chairs which were the product of much thought and careful research on the part of the House Committee. During the year they bought new shutters for rooms 310 and 410 and a special lamp for a sight impaired resident. The oriental rugs in the lobby, Mr. Benedict's office and dining room hall were washed and repaired. The piano in the Morgan Hall was repaired and a table top stove was bought for the 3rd floor Perry kitchen. In addition, Mrs. George Dodge and Mrs. Robert Hiller, Co-chairmen, and their committee had reupholstered and repaired several sofas and chairs and benches throughout the building.

Mrs. Charles Stark, Chairman of the Public Nutrition Program reported that during the period of June 1989 through March 1990, The Heritage provided a total of 100,942 meals to Self Help for the Elderly. The average cost per meal was \$2.59 and was 11 cents below the fixed contract price of \$2.70 per meal.

The Residents' Council Committee, Chaired by Mrs. Frederick Moller, reports a policy change was made to institute quarterly meetings instead of an annual meeting. The Executive Committee of the Residents' Council continues to meet monthly. A White Elephant Sale is scheduled for Fall 1990.

Admissions Committee Chairman, Mrs. Charles Hall reports that there were 9 deaths, 7 new residents, 6 moved to the Health Center on a permanent status and 3 to Personal Care on the first floor. Eleven people were interviewed and there are 11 on the waiting list.

Personnel, Policies and Procedure Chairman, Mrs. Carl Livingston, and her committee redefined and brought up to date job descriptions of committees and of the administrative staff. Our manual is now complete.

The Heritage

The Annual Report of The President of The Board of Managers

May 3, 1990

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Personnel, Policies and Procedure Chairman, Mrs. Carl Livingston, and her committee redefined and brought up to date job descriptions of committees and of the administrative staff. Our manual is now complete.

Mrs. Abbott presented the following nominations for members of the Board of Managers  
to serve on the Board of Trustees for the year 1988-89:

Mrs. Richard Leonards  
Mrs. Piero Mustacchi

Mrs. Peter Avenali  
Mrs. Frank Abbott, III

Nominations were called for from the floor. There being none, the nominations  
are closed. It was moved, seconded and carried (Mr. Otto, Dr. Bennington) that  
the foregoing be appointed as Managers to serve as Trustees for the ensuing year  
until their successors are elected and qualified.

There being no further business, the meeting was adjourned at 2:47 p.m.

Respectfully submitted,

Mr. Bruce Scollin  
Secretary

Bml

AAB701

Meeting of the Board of Managers, May 5, 1988

Meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 5, 1988 at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 2:50 p.m.

The Chairman of the Nominating Committee, Mrs. Frank Abbott, III, presented the following slate of Officers of the Board of Managers for 1988-89:

Mr. Richard Leonards  
Mr. J. Jerrold Applegarth  
Mr. Charles E. Hall  
Mr. Piero Mustacchi  
Mr. Carl Livingston, Jr.  
Mr. Richard DeMott  
Mr. Robert von der Lieth  
Mr. Dexter Tight

President  
First Vice-President  
Second Vice-President  
Treasurer  
Assistant Treasurer  
Recording Secretary  
Assistant Recording Secretary  
Corresponding Secretary

It was moved, seconded and carried that the foregoing be elected.

There being no further business, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Mr. J. Jerrold Applegarth  
First Vice-President  
Board of Managers

2nd

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 5, 1988, immediately following the adjournment of the Annual Meeting of the Society.

The following were present: Messrs. Bennington, Matthews, Morshead, Noble, Otto, Scollin, Scolin and White; and Mrs. Abbott.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year:

President.....	Henry W. Howard
Vice-Chairman.....	Stuart W. Morshead
Secretary.....	David L. White
Chief Financial Officer.....	John S. Perkins

Executive Committee

Henry W. Howard  
Stuart W. Morshead  
George J. Otto  
John S. Perkins  
Bruce L. Scollin

Investment Committee

George J. Otto  
Charles E. Noble  
John S. Perkins  
Henry W. Howard

Director of Real Estate..... David L. White  
Finance Consultant..... Bruce L. Scollin

Advertising Committee

George J. Otto  
Bruce L. Scollin  
Mr. Frank Abbott III  
John S. Perkins  
Stuart W. Morshead

It was agreed that the next quarterly meeting of the Board of Trustees would be held at the office of Mr. George Otto, Bank of America Center, 555 California Street, 32nd Floor, San Francisco, California on June 30, 1988 at 2:00 p.m.

There being no further business, the meeting was adjourned at 3:00 p.m.

Humbly submitted,

Bruce L. Scollin  
Secretary

The Annual Report of the President of the Board of Managers  
May 5, 1988

This is the 135th year of the San Francisco Ladies' Protection and Relief Society. This has been a year of many accomplishments by both our Boards and Heritage Staff.

The Garden Committee Chairman, Mrs. Robert Sherman Jr., and her committee had Steve Eicholtz Landscape Architects draw up plans for the whole Heritage Garden. This is to be accomplished in three phases over a period of three years. We are in the middle of phase one. Most of the budget for phase one has gone into a new drainage system to divert water in the center courtyard away from all the buildings and especially from the basement rooms. Most of the shrubs had to be replaced as the old ones had become too woody. The fountains have been repaired and a wheelchair ramp installed from the Health Center to the protected Dorothy Jordan Court. The removal of two large trees in front of the building makes for more light and one is able to admire the beautiful detail of the Morgan building.

The House Committee Co-Chairmen, Mrs. Patricia Scott, Mrs. George Dodge and Mrs. Margaret Miller, and their committee made a survey of the items needing refurbishing throughout the building and completed the following:

1. Lobby: Upholstered 3 chairs - replaced end tables and some light fixtures.
2. Health Center Lounge: Purchased rug, upholstered couch and two chairs. Still to be completed are two pillows for the couch.
3. Sitting room - 3rd floor Morgan Building. Upholstered couch and two chairs and recovered cushions on all the chairs.
4. Friendship and Theatre Room: Purchased two large silk ficus trees.

In addition their furniture sale netted \$1,400.

Mrs. Theodore Eliot, Chairman of the Public Nutrition Program, visited and inspected the Chinatown sites along with Mr. Benedict and Mr. Ron Duey. She reports that the Public Nutrition Program with Self Help for the Elderly is on target for the contract period November 1, 1987 - June 30, 1988. We are currently negotiating a new contract with Self Help to run from July 1, 1988 through June 30, 1989.

The Admissions Committee under the able Chairmanship of Mrs. Charles Hall has an ongoing program of interviews of prospective residents which is successful in keeping the time filled to capacity.

Mrs. Robert von der Lieth, Chairman, and her Food Committee has been most creative in addressing the sensitive and critical food issues with the residents.

The Residents' Council Committee, with Mrs. Peter Aveanli as Chairman, has met monthly to address and resolve any problems and concerns the residents might have.

Mrs. Aveanli, who is Chairman of Personnel, Policies and Procedures, is completing a manual of job descriptions and bringing the policies and procedures up to date.

The Health Care Committee Chairman, Mrs. Jerry Applegarth, and her committee have attended quarterly Health Center Meetings with Dr. Henderson and the heads of the departments. In addition she and her committee along with Miss Roberta Helms, Director of Nursing Services, have completed a very thorough investigation of new beds and mattresses for the Health Center. These are on order and are scheduled to arrive in late June. Miss Helms, who assumed position of Director of Nursing Services in November, comes to us with her Masters Degree from UCSF School of Nursing in Gerontology.

Mrs. Charles Stark, Jr., who is Chairman of Special Events, continues to delight us.

all with her expertise in planning the celebration of all our events both great and small.

I thank all of the Committee Chairmen and those who served with them for their cooperation and support. Special thanks are due Donna Abbott for her capable leadership as Ad Hoc Committee Chairman to investigate durable power of attorney for residents and also for chairing the Nominating Committee. To Dora Mustacchi, my appreciation for her perception and dedication to Finance and all the pressing and time consuming facets thereof. My appreciation also to Barbara Hall and Fran Stark for their service and expertise on the Executive Committee.

I also wish to thank most warmly Mr. Benedict for his help and cooperation. He has always been available and I count his concern and commitment to The Heritage as one of our greatest assets.

It has been a privilege to work with the members of the Board of Trustees. Their dedication and careful stewardship of our affairs helps to allow The Heritage to continue to be a very very special place.

Our 135th year continues to maintain the tradition of caring, sustaining, dedication and commitment to The Heritage. It is a tradition in which I am privileged to have been a part. I salute you all.

Respectfully submitted,

*Betty Leonards*

Mrs. Richard Leonards  
President  
Board of Managers

SL:ml

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 7, 1987, immediately following the adjournment of the Annual Meeting of the Society.

The following were present: Messrs. Bennington, Matthews, Morshead, Otto, Perkins, Scollin and White; and Mesdames Abbott, Hall, Leonards and Mustacchi.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year:

Chairman.....	David L. White
Vice-Chairman.....	Henry W. Howard
Secretary.....	Bruce L. Scollin
Chief Financial Officer.....	John S. Perkins

Executive Committee

Henry W. Howard  
Stuart W. Morshead  
George J. Otto  
John S. Perkins  
David L. White

Investment Committee

George J. Otto  
Charles E. Noble  
John S. Perkins  
David L. White

Director of Real Estate..... David L. White  
Insurance Consultant..... Bruce L. Scollin

Nominating Committee

George J. Otto  
James Bennington  
Mrs. Frank Abbott III  
John S. Perkins  
Stuart W. Morshead

There being no further business, the meeting was adjourned at  
3:03 p.m.

Respectfully submitted,

*David L. White*

David L. White  
Secretary

DLW:ml

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING

May 7, 1987

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco on May 7, 1987. The following members were present: Trustees Messrs. Bennington, Matthews, Morshead, Otto, Perkins, Scollin and White; Managers, Miss Cooper and Mesdames Applegarth, DeMott, Dodge, Gallatin, Hiller, Hultquist, LeFevre, Koller, Mustacchi, Pinkham, Reinecke, Sherman, Stackhouse, Stark and Tight; and Managers serving as Trustees, Mesdames Abbott, Hall, Hall, Jr., and Leonards. The following guests were present: Mr. Edward J. Benedict, Administrator, Ms. Marla Long, Assistant Administrator, Ms. Pam Edwards of Peat, Marwick, Mitchell and Company, and Advisory Council members, Mesdames Ferguson, Finley, Lampen, Logan and McDaniel.

A quorum being present, the meeting was called to order by Chairman Stuart W. Morshead at 2:00 p.m.

Mr. Perkins presented the report of the Chief Financial Officer. He commented on the Financial Statement, pointing out that the Heritage is in a very strong financial position. He introduced Ms. Pam Edwards from Peat, Marwick, Mitchell and Company, our auditors. She confirmed Mr. Perkin's statement adding that the balance sheet shows an excess of revenues over expenses of \$130,000. The investment portfolio has also significantly increased over last year. Mr. White commended George Otto, Chairman of the Investment Committee, for his many years of careful supervision of our investments.

It was moved, seconded and carried (Mr. Otto, Dr. Bennington) that the minutes of the last annual meeting, May 8, 1986 be accepted as mailed.

Mr. Otto, Chairman, presented the report of the Investment Committee. He highlighted the continuing effort of the committee to organize the bond portfolio so that the bonds fall due each year so that there will be an average yield over time. He cited the Health Center Renovation Project as a good example of the effectiveness of this system. Current funds were available to take care of all expenditures for the building.

Mr. Morshead, Chairman of the Board of Trustees, presented a brief report stating that it has been a wonderful three years as Chairman. It has been a privilege to be involved in the growth of the Society and he looks forward to continuing to serve in the capacity of Trustee.

Mrs. Abbott, President of the Board of Managers, presented a report summarizing the activities of the Board committees for the past year. This report will be on file at The Heritage.

The Society members expressed their appreciation to both Mrs. Abbott and Mr. Morshead for their years of service as President of the Board of Managers and Chairman of the Board of Trustees.

Mrs. Leonards, Chairman of the Health Care Committee, reported on the Health Center Renovation Project. The dedication for the project took place this afternoon before the meeting in the new Activities Room. The completion of the construction marks not an end but a new beginning. Mr. Morshead commended the committee for the fact that we will come within 5% of the estimated costs for the project. This is due to good planning and careful monitoring.

Mr. Benedict presented the report of the Administrator. He praised the overall

efforts of the Board and staff for helping to bring the Health Center Renovation to a successful dedication day. He asked that the report of the Finance Committee be ratified to allow for an expenditure of up to \$8,000 to paint the Morgan/Perry building hallways in preparation for the installation of new carpet. In closing, he reported that David White will receive the award of honor from the California Association of Homes for the Aging in recognition of his 37 years of volunteer service as a trustee for the San Francisco Ladies' Protection and Relief Society.

A motion to approve and confirm the acts of the officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. Otto, Mr. Matthews).

Mr. White, Chairman of the Nominating Committee, presented the slate of nomination to the Board of Trustees for the year 1987-88 as follows:

James Bennington  
Henry W. Howard  
Lemuel H. Matthews  
Stuart W. Morshead  
George J. Otto  
Charles E. Noble

John S. Perkins  
Bruce J. Sams  
Bruce L. Scollin  
Cecil O. West  
David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Perkins, Mrs. Hall, Jr.) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1987-88 as follows:

Mrs. Frank Abbott, III  
Mrs. J. Jerrold Applegarth  
Mrs. Peter Avenali  
Miss Laura Cooper  
Mrs. Richard DeMott  
Mrs. George W. Dodge  
Mrs. Theodore Eliot  
Mrs. Walter Gallatin  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Robert Hiller  
Mrs. Gary Hultquist  
Mrs. Allan D. LeFevre

Mrs. Richard Leonards  
Mrs. Carl Livingston, Jr.  
Mrs. Frederick Moller, Jr.  
Mrs. Piero Mustacchi  
Mrs. David J. Pinkham  
Mrs. Robert Reinecke  
Patricia K. Scott  
Mrs. Robert Sherman  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Dexter Tight  
Mrs. Robert von der Lieth

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Otto, Mr. Matthews) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Frank Abbott, III  
Mrs. Charles Hall

Mrs. Richard Leonards  
Mrs. Piero Mustacchi

There being no further business, the meeting was adjourned at 2:50 p.m.  
Respectfully submitted,  
David L. White  
Secretary

Meeting of the Board of Managers, May 7, 1987

A meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 7, 1987 at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:00 p.m.

The Chairman of the Nominating Committee, Mrs. Robert L. Reinecke, presented the following slate of Officers of the Board of Managers for 1987-88:

Mrs. Richard Leonards	President
Mrs. J. Jerrold Applegarth	First Vice-President
Mrs. Charles E. Hall	Second Vice-President
Mrs. Piero Mustacchi	Treasurer
Miss Laura Cooper	Assistant Treasurer
Mrs. Frederick Moller, Jr.	Recording Secretary
Mrs. Richard DeMott	Assistant Recording Secretary
Mrs. Dexter Tight	Corresponding Secretary

It was moved, seconded and carried that the foregoing be elected.

There being no further business, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

Mrs. Frank Abbott, III  
President  
Board of Managers

DA:ml

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
May 8, 1986

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco on May 8, 1986. The following members were present: Trustees Messrs. Bennington, Howard, Matthews, Morshead, Otto, and White; Managers, Miss Cooper and Mesdames Gallatin, Hall, Hiller, Hultquist, LeFevre, Mustacchi, Pinkham, Sherman, Stackhouse and Stark; and Managers serving as Trustees, Mesdames Abbott, Hall, Jr., and Reinecke. The following guests were present: Mr. Edward J. Benedict, Administrator, Ms. Marla Long, Assistant Administrator, Mr. Anthony Pohl of Peat, Marwick, Mitchell & Company, Trustee nominees, Messrs. Noble and Scollin and Manager nominees, Mesdames Applegarth and von der Lieth.

A quorum being present, the meeting was called to order by Chairman Stuart W. Morshead at 2:00 p.m. It was moved, seconded and carried (Mr. Otto, Mr. Perkins) that the minutes of the last annual meeting, May 9, 1985, be accepted as mailed.

Mr. Anthony Pohl, representing the auditors, Peat, Marwick, Mitchell & Company, presented the annual Financial Statement in the absence of Mr. Perkins, Chief Financial Officer. He pointed out that an unqualified statement was given as the opinion of the auditors regarding the operations at The Heritage. It is their opinion that overall the operations are very efficient and all controls are in place.

Mr. Otto, Chairman, presented the report of the Investment Committee.

Mr. Morshead, Chairman of the Board of Trustees, in the interest of time did not present an annual report.

Mrs. Abbott, President of the Board of Managers, stated that written reports summarizing the activities of the Board committees for the past year are on file at The Heritage. She drew attention to the dedication of The Heritage pocket garden as the Julia Porter Garden. This event took place on April 22nd. Mrs. Porter, long time member of the Board of Managers and current Advisory Council participant, was present at the ceremony.

Miss Laura Cooper, Co-Chairman of the Health Care Committee reported on the status of planning for the Health Center Renovation project. She summarized a recent letter from Mr. Stypula of Spencer Associates which was addressed to all members of the Board of Trustees. This letter clarified the difference between soliciting negotiated or competitive bids for the project. The choice of type of bid will be made by the Board of Trustees at their organizational meeting. Contractors will be contacted to submit bids for the project and final selection made by the Trustees at their quarterly meeting.

Mr. Benedict, Administrator, gave his Annual Report, commenting that it had been a very good year. The Heritage is fortunate to have a very stable staff with little turnover. The census of residents remains about the same with an average age of 86, 37% of which are over the age of 90. He reported that our Director of Nursing Services, Barbara Brookshire, had recently resigned to return to her home state of Ohio. Mrs. Mae Oba, retired D.N.S. of The Heritage has been serving as Acting Director of Nursing Services. A suitable candidate for the job has been found, Donetta Logan, R.N., G.N.P. She will begin her work at The Heritage this month. A Physician's Assistant has been hired for one day a week to do resident and staff physicals. A survey of the Health Center was conducted by the State Department of Health Services since the last annual meeting and we scored very high. In closing, he summarized the budgeted capital expenses

for the year and drew attention to two upcoming expenditures which should be planned for; a new roof for the Perry Building and replacement of hallway carpet in the same building.

A motion to approve and confirm the acts of the officers and of the Board of Trustees and Managers during the past year was unanimously approved.

Mr. White, Chairman of the Nominating Committee, presented the slate of nominations for the Board of Trustees for the year 1986-87 as follows:

James Bennington  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Stuart W. Morshead  
George J. Otto

Charles E. Noble  
John S. Perkins  
Bruce J. Sams  
Bruce L. Scollin  
Cecil O. West  
David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Abbott, Mrs. Reinecke) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1986-87 as follows:

Mrs. Frank Abbott, III  
Mrs. J. Jerrold Applegarth  
Mrs. Peter Avenali  
Mrs. Richard Bates  
Miss Laura Cooper  
Mrs. Richard DeMott  
Mrs. George W. Dodge  
Mrs. Walter Gallatin  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Robert Hiller  
Mrs. Gary Hultquist  
Mrs. Allan D. LeFevre

Mrs. Richard Leonards  
Mrs. Fred Moller  
Mrs. Piero Mustacchi  
Mrs. David J. Pinkham  
Mrs. Robert L. Reinecke  
Patricia K. Scott  
Mrs. Robert Sherman  
Mrs. William Shirley  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Dexter C. Tight  
Mrs. Robert von der Lieth

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Reinecke, Mrs. Hall) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Frank Abbott, III  
Mrs. Charles E. Hall

Mrs. James Lowe Hall, Jr.  
Mrs. Richard Leonards

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Reinecke, Mrs. Pinkham) that the foregoing be appointed to the Board of Trustees.

There being no further business, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

David L. White  
Recording Secretary

*David L. White*

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING

May 9, 1985

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 9, 1985. The following members were present: Trustees, Messrs. Bennington, Clifton, Howard, Morshead, Perkins, West and White; Managers, Miss Cooper and Mesdames Finley, Gallatin, Hall, Hiller, Lappin, LeFevre, Leonards, McDaniel, Miller, Mustacchi, Scott, Stackhouse, and Stark; and Managers serving as Trustees, Mesdames Abbott, Jordan and Reinecke. The following guests were present: Mr. Edward J. Benedict, Administrator, Ms. Marla Long, Assistant Administrator, Advisory Council member, Mrs. Vermilya, and Manager nominees, Mesdames Applegarth, Bruns, O'Shea and von der Lieth.

A quorum being present, the meeting was called to order by Chairman Stuart W. Morshead at 2:00 p.m. It was moved, seconded and carried (Mr. Perkins, Mrs. Abbott) that the minutes of the last annual meeting, May 3, 1984, be accepted as mailed with the following correction: In the first paragraph, Mrs. Miller's name should be changed to Miss Balcom.

Mr. Perkins gave the annual report of the Chief Financial Officer. He began by a review of the auditor's report for 1984. After this he commented on the latest long range projections stating although some of the assumptions might be revised, we are currently showing a positive trend through 1995. He announced that Fox and Company, our auditors, have merged with Alexander Grant & Company. He suggested that formal choice of auditors for the ensuing year be postponed at this time with the possibility of seeking proposals from other firms. There were no objections to this proposal.

In the absence of Mr. Otto, Chairman, Mr. Morshead presented the report of the Investment Committee.

Mr. Morshead, Chairman of the Board of Trustees, gave his Annual Report. He began by drawing attention to the fact that The Heritage was served in February in a suit brought about as a result of the Cathedral Hill Hotel Fire. Sammons et al. have acknowledged their obligation to hold us harmless and we are being defended by Sammon's insurance lawyers. We do not anticipate that there will be any financial exposure to The Heritage as a result of this litigation. After this he mentioned the Health Center Renovation project and his pleasure at the progress which has been made to date in studying the feasibility of this undertaking. Last of all, he thanked the staff, Board of Managers and Board of Trustees for their contributions toward the smooth running of The Heritage.

Mr. Benedict, Administrator, gave his Annual Report, commenting on his positive experience as the new administrator of The Heritage. At his request, permission was granted for Marla Long, Assistant Administrator, to enter the Administrator-In-Training Program with Mr. Benedict acting as preceptor.

Mrs. Abbott, President of the Board of Managers, reported on the past year expressing her appreciation to each member of the Board of Managers. She called upon Mrs. Leonards, Chairman of the Health Care Committee, to make her presentation to the Society on the proposed Health Center renovation feasibility study. After discussion, it was agreed to engage Spencer Associates to provide a feasibility study without any obligation to proceed at a cost of \$16,000.00 (Mr. West, Dr. Bennington)

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. White, Mrs. Miller).

Mr. White, Chairman of the Nominating Committee, presented the slate of nominations for the Board of Trustees for the year 1985-86 as follows:

James Bennington  
Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews

Stuart W. Morshead  
George J. Otto  
John S. Perkins  
Cecil O. West  
David L. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Hall, Mrs. Abbott) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1985-86 as follows:

Mr. Frank Abbott, III  
Mr. Peter Avenali  
Mr. Richard J. Bates  
Mr. David Bruns  
Miss Laura Cooper  
Mr. George W. Dodge  
Mr. Walter Galltin  
Mr. Charles E. Hall  
Mr. James Lowe Hall, Jr.  
Mr. Robert Hiller  
Mr. Gary Hultquist  
Mrs. James Jordan

Mrs. Joseph I. Kelly  
Mrs. Allan D. Le Fevre  
Mrs. Richard Leonards  
Mrs. Piero Mustacchi  
Mrs. Barbara O'Shea  
Mrs. David J. Pinkham  
Mrs. Robert Reinecke  
Mrs. Patricia K. Scott  
Mrs. Robert Sherman  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Robert von der Lieth

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded, and carried (Mrs. Reinecke, Mrs. Leonards) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Reinecke presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mr. Frank Abbott, III  
Mrs. James Lowe Hall, Jr.

Mrs. Richard Leonards  
Mrs. Robert L. Reinecke

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. Reinecke, Mrs. Scott) that the foregoing be appointed to the Board of Trustees.

Respectfully submitted,

*David L. White*

David L. White  
Secretary  
BHSI

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 9, 1985, immediately following the adjournment of the Annual Meeting of the Society.

The following were present: Messrs. Bennington, Clifton, Howard, Morshead, Perkins, West and White, and Mesdames Abbott, Hall, Jr., Leonards and Reinecke. Also present were Mr. Benedict, Administrator, and Ms. Long, Assistant Administrator.

Mr. Morshead opened the meeting by drawing attention to the two vacancies on the Board of Trustees. He acknowledged Mr. Stanford's recent resignation from the Board and expressed his appreciation for his many years of service. Those present made several suggestions for potential nominations to the Board of Trustees and Mr. White had a list of possible candidates which had been submitted by the Board of Managers. After discussion it was agreed that it was appropriate for the Nominating Committee to evaluate candidates for nomination in order that recommendations for the current vacancies could be presented to the Board of Trustees for formal action.

There is currently a vacancy on the Nominating Committee due to the resignation of Mr. Stanford. After discussion, it was moved, seconded and carried (Mr. White, Mr. Morshead) that Mrs. Abbott fill the vacancy on the Nominating Committee.

Mr. Clifton, Insurance Consultant, informed the Trustees that our insurance brokers, Metzger & Wentner, were caught in the current crisis affecting the entire insurance industry which resulted in Firemen's Fund not electing to continue carrying The Heritage property and liability insurance as of May 10, 1985. Mr. Ken Metzger, of Metzger and Wentner, along with the assistance of Mr. Ron Apel, insurance consultant to C.A.H.A. provided their expert assistance in arranging coverage through A.A.H.A. Hartford plan. It was moved, seconded and carried (Mr. White, Dr. Bennington) to pass an enabling resolution for Mr. Morshead, Mr. Perkins or Mr. Benedict to sign a letter on May 10th authorizing Hartford to exclusively provide insurance for The Heritage.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year:

Chairman.....	Stuart W. Morshead
Vice-Chairman.....	George J. Otto
Secretary.....	David L. White
Chief Financial Officer.....	John S. Perkins

Executive Committee

George J. Otto	.....
Henry W. Howard	.....
Joseph H. Matthews	.....
Stuart W. Morshead (ex officio)	.....
John S. Perkins	.....

Investment Committee

George J. Otto	.....
Robert D. Harris	.....
Stuart W. Morshead (ex officio)	.....
John S. Perkins	.....
Cecil O. West	.....

Director of Real Estate.....	.....	David L. White
Insurance Consultant.....	.....	Fred T. Clifton

Mr. Howard and Mr. Matthews have studied the current Life Care Agreement and have concluded that it is sound and complete and does not need to be revised at this time. In reference to life sustaining equipment used in the case of terminal illness it was

suggested that perhaps a clause could be added to the contract stipulating that were medical costs exceed the norm to an extraordinary degree, the Society would be permitted to recoup expenses from the estate. It might be beneficial to have a committee named to study this particular possibility. After discussion, it was agreed that the Trustees would be guided by the judgement of Mr. Howard and Mr. Matthews and would subject the contract to a regular review in the future.

There being no further business, the meeting was adjourned at 4:15 p.m.

Respectfully submitted,



Mr. David L. White  
Secretary

Enclosure

Meeting of the Board of Managers, May 9, 1985

Meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 9, 1985 at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:10 p.m. by the President, Mrs. Frank Abbott, III.

The Chairman of the Nominating Committee, Mrs. Robert L. Reinecke, presented the following slate of Officers of the Board of Managers for 1985-86:

Mrs. Frank Abbott, III  
Mrs. Richard Leonards  
Mrs. Charles Hall  
Mrs. James Lowe Hall, Jr.  
Miss Laura Cooper  
Mrs. Piero Mustacchi  
Mrs. Robert Hiller

President  
First Vice-President  
Second Vice-President  
Treasurer  
Assistant Treasurer  
Recording Secretary  
Corresponding Secretary

It was moved, seconded and carried that the foregoing be elected.

There being no further business, the meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Mrs. Frank Abbott, III  
President  
Board of Managers

R.H.A.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
May 3, 1984

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 3, 1984. The following members were present: Trustees, Messrs. Clifton, Harris, Howard, Morshead and Perkins; Managers, Mesdames Gallatin, Hall, Hultquist, Jordan, Kelly, LeFevre, Leonards, McDaniel, Pinkham and Stark; and Managers serving as Trustees, Mesdames Abbott, Hall, Jr., and Reinecke and Miss Balcom. The following guests were present: Ms. Marla Long, Acting Administrator, Advisory Council Chairman, Mrs. William Nigh, and Manager nominees, Miss Laura Cooper and Mesdames Robert Kelly and Piero Mustacchi.

A quorum being present, the meeting was called to order by Chairman Stuart W. Morshead at 2:05 p.m. The minutes of the last annual meeting, May 5, 1983 were accepted as mailed.

Mr. Perkins gave the annual report of the Chief Financial Officer. He began by a review of the auditor's report for 1983. Following this he commented on the audit which the I.R.S. did of our 1981 tax records. They were favorably impressed and Mr. Perkins gave credit to the organization and meticulous record keeping of Stephanie Oakes, Accountant for The Heritage. In closing he stated that the latest computerized long range projections show a positive trend at least through 1996.

Mr. Otto, Chairman of the Investment Committee, presented the Investment Committee report. He stated that our inventory is in quality, well diversified common stocks. Our bond accounts have been organized to mature on a staggered schedule providing for liquid money and minimizing the fluctuations of long term bonds.

Mr. Morshead, Chairman of the Board of Trustees gave his Annual Report. He began by summarizing the activity which resulted from the Cathedral Hill Hotel fire. He stated that the owners are proceeding to rebuild and are putting in fire control devices. Also arrangements for the Society to relinquish its right to hold the insurance proceeds as Trustee in exchange for a letter of credit were negotiated. Following this he commented that a Search Committee has been formed to look for a new administrator and is currently in the process of reviewing applications. This opportunity has been taken to review the current job description for administrator for appropriate revisions. Mr. Morshead thanked the Board of Managers, staff of The Heritage and Marla Long, Acting Administrator, for keeping things running so smoothly during this transition period. In closing, he expressed his appreciation to all out-going Board members and officers.

Mrs. Reinecke, President of the Board of Managers, reported on the past year expressing her appreciation to each member of the Board of Managers. She commented on the many successful events which had been held at The Heritage during the past Board year including the 130th Anniversary Party in October of 1983. The activities of each committee of the Board of Managers were highlighted and Mrs. Reinecke stated that a more complete report from each committee will be on file in the Board of Managers office at The Heritage. She drew special attention to the nutrition program which is in its 10th year and has moved to a Chinatown site. The Federal Nutrition Program Committee had been formed and will be visiting the meal site on a regular basis. In summary, she thanked Mrs. Nigh, Chairman, and the Advisory Council as a whole for their support and contributions throughout the year. She announced that Mrs. Byron Nishkian will be the Chairman of the Advisory Council for the Board year 1984-85.

It was moved, seconded and carried (Mr. Howard, Mrs. Abbott) to amend the Bylaws of the San Francisco Ladies' Protection and Relief Society according to the

proposed changes which were circulated to all members of the Society on April 2, 1984.

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. Clifton, Mrs. Gallatin).

Mr. White, Chairman of the Nominating Committee, presented the slate of nominations for the Board of Trustees for the year 1984-85 as follows:

Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Stuart W. Morshead

George J. Otto  
John S. Perkins  
Eric Stanford  
David L. White  
Cecil O. White

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Perkins, Mr. Harris) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Pinkham, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1984-85 as follows:

Mrs. Frank Abbott, III  
Mrs. Peter Avenali  
Mrs. Kendrick Miller  
Mrs. Richard J. Bates  
Miss Laura Cooper  
Mrs. George W. Dodge  
Mrs. Walter Gallatin  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Robert Hiller  
Mrs. Gary Hultquist  
Mrs. Paul Ilg  
Mrs. James Jordan

Mrs. Joseph I. Kelly  
Mrs. Allan D. LeFevre  
Mrs. Richard Leonards  
Mrs. David McDaniel  
Mrs. Piero Mustacchi  
Mrs. David J. Pinkham  
Mrs. Robert Reinecke  
Patricia K. Scott  
Mrs. Robert Sherman  
Mrs. Phillips Stackhouse  
Mrs. Charles B. Stark, Jr.  
Mrs. Malcolm Watts

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Clifton, Mrs. Reinecke) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Pinkham presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Frank Abbott, III  
Mrs. James Lowe Hall, Jr.

Mrs. James Jordan  
Mrs. Robert Reinecke

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. McDaniel, Mrs. Leonards) that the foregoing be appointed to the Board of Trustees.

After discussion, it was moved, seconded and carried (Mr. Perkins, Mr. Harris) to hire Fox & Company our auditors for another year.

Respectfully submitted,

Mrs. Gary Hultquist  
Assistant Recording Secretary, Board of Managers

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 3, 1984, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the Chairman.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year.

Chairman.....	Stuart W. Morshead
Vice-Chairman.....	George J. Otto
Secretary.....	David L. White
Chief Financial Officer.....	John S. Perkins

Executive Committee

George J. Otto
Henry W. Howard
Samuel H. Matthews
Stuart W. Morshead (ex officio)
John S. Perkins

Investment Committee

George J. Otto
Robert D. Harris
Stuart W. Morshead (ex officio)
Eric Stanford
Cecil O. West

Director of Real Estate..... David L. White

Insurance Consultant..... Fred T. Clifton

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

*David L. White*

David L. White  
Chairman

Dated

Meeting of the Board of Managers, May 3, 1984

Meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 3rd, 1984 at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:00 p.m. by the President, Mrs. Robert Reinecke.

Present: Miss Cooper and Mesdames Abbott, Gallatin, Hall, Hall, Jr., Hiller, Hultquist, Jordan, Kelly, LeFevre, Leonards, McDaniel Miller, Mustacchi, Pinkham, Reinecke and Stark.

The Chairman of the Nominating Committee, Mrs. David J. Pinkham, presented the following slate of Officers of the Board of Managers for 1984-85:

Mrs. Frank Abbott, III	President
Mrs. James Jordan	First Vice-President
Mrs. Charles Hall	Second Vice-President
Mrs. James Lowe Hall, Jr.	Treasurer
Mrs. Alan LeFevre	Assistant Treasurer
Mrs. Gary Hultquist	Recording Secretary
Mrs. George Dodge	Corresponding Secretary
Mrs. Richard Leonards	Assistant Corresponding Secretary

It was moved, seconded and carried that the foregoing be elected.

There being no further business, the meeting was adjourned at 3:10 p.m.

Respectfully submitted,

*Mrs. Robert Reinecke*

Mrs. Robert Reinecke  
President  
Board of Managers

GR:ml

ANNUAL REPORT OF THE PRESIDENT OF THE BOARD OF MANAGERS  
May 3, 1984

The 1983-84 year for the Board of Managers started with an orientation meeting for our 6 new Board Members: Mrs. Richard Bates, Mrs. George Dodge, Mrs. Joseph Kelly, Mrs. Allan LeFevre, Mrs. Richard Leonards, and Mrs. Charles Stark, Jr. Mr. Walter Gallatin chaired the orientation.

During the summer a California Historical Society tour visited the Julia Morgan building, followed by tea at The Heritage. The highlight for Fall was the celebration of the 130th anniversary of the founding of the San Francisco Ladies' Protection and Relief Society. Mrs. Gary Hultquist did an outstanding job as chairman of the celebration which was attended by more than 300 people. At Christmas time another party was held for the Residents. This was chaired by Mrs. Walter Gallatin, who is also the very capable chairman of our Food Committee. The following day a Christmas party for Health Center patients was chaired by the Health Care Committee chairman, Mrs. Frank Abbott, III and her committee have also had a busy year involving a bathing facility for our Health Center along with tours of other skilled nursing facilities.

Other parties for Residents included a series of small teas chaired by Mrs. George Dodge, Mrs. Allan LeFevre and Mrs. Joseph Kelly. The teas were very well received by our Residents.

One of our most important committees is the Finance Committee which was ably chaired by Miss Olive Balcom. As Treasurer, Miss Balcom and her committee have a great deal of responsibility in preparing and monitoring the budget. Another very important committee is our Admissions Committee chaired by Mrs. James Jordan. This year, due to the work of this committee, we have seven new permanent Residents.

The House Committee, chaired by Patricia Scott has had a busy year beautifully refurbishing portions of The Heritage. Out of doors, Mrs. Charles Hall and her committee continued to plan for the care of our gardens. We are grateful for their expertise.

Earlier this year Mrs. A.M.D. Lampen chaired our crafts committee which in the future will be called creative arts.

Several policies which affected both Residents and employees were put into effect due to the excellent, detailed work of the Policies and Procedures Committee and its chairman, Mrs. David J. McDaniel. Mrs. McDaniel also served as Chairman of the Personnel Committee.

We are grateful to Mrs. David J. Pinkham and her Nominating Committee for presenting an excellent slate of officers for 1984-85. In the middle of the year this committee invited Miss Laura Cooper to join our Board.

Appreciation also goes to our Corresponding Secretary, Mrs. Charles Stark, Jr. and to the Recording Secretary, Mrs. John Rhine.

The Federal Nutrition Program has now been in effect for about ten years. At The Heritage, this Self Help for the Elderly food Program moved to a new kitchen in September this year. Mrs. Paul Ilg visits the site and keeps the Board informed. Other community projects include Health Center volunteers from the Convent of Sacred Heart and Stuart Hall, and our newest project with the San Francisco Living and Learning Center. Children, ages 5 to 8, have part of their school day at The Heritage once a week.

Two years ago former Board Members formed an Advisory Council which meets twice a year. Mrs. William Nigh has been Chairman this past year and Mrs. Byron Nishkian was recently elected the new Chairman. My thanks go to each of those Chairmen and their committees for doing such a wonderful job.

And now my thanks to our staff. Roger Stevens did a very fine job as our Administrator for six and a half years and we wish him well in his new position at another retirement home. My thanks also to Department Heads, Stephanie Oakes, Accounting; Barbara Orr, Executive Housekeeper; Joshua Joshua, Food Service; Anatole Zelkin, Maintenance; Jim Barbour, Director of Nursing. Special thanks to our Administrative Assistant, Linda Long, who is our Acting Administrator. We are grateful for her expertise.

It has been my pleasure to have been associated with such fine Residents, Staff and Officers of the Board of Managers and Board of Trustees during this 131st year of the San Francisco Ladies Protection and Relief Society.

Respectfully submitted,

*Robert L. Reinecke*

Mr. Robert L. Reinecke  
President  
Board of Managers

Rlm

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
Thursday, May 5, 1983

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 5, 1983. The following members were present: Trustees, Messrs. Clifton, Harris, Matthews, Perkins, West and White; Managers, Mesdames Abbott, Finley, Hall, Hall, Jr., Hultquist, Lampen, McDaniel, Pinkham, Rhine, Stackhouse and Vermilya, and Managers serving also as Trustees, Miss Balcom, Mesdames Avenali, Gallatin and Reinecke. The following guests were present: Mr. Roger W. Stevens, Administrator, Ms. Marla Long, Administrative Assistant, Advisory Council members, Mrs. William Sigh and Mrs. Charles B. Porter, and Manager nominees, Mesdames Joseph I. Kelly and Charles B. Stark.

A quorum being present, the meeting was called to order by the Chairman, David L. White at 2:10 p.m. It was moved, seconded and carried (Mr. Matthews, Miss Balcom) that the minutes of the last annual meeting, May 6, 1982, be accepted as mailed.

Chairman White announced that Mr. Perkins would present the annual report of the Chief Financial Officer in the absence of Mr. Morshead. Mr. Perkins began by stating that the Management Letter from Fox and Company for the 1982 audit pointed out only two minor errors. He continued by commenting that the financial statement shows that The Heritage is in a very healthy financial condition. He stated that Mr. Morshead and Mr. Stanford have worked hard on the financial forecast of The Heritage for the next ten years and although there is some erosion of the endowment, there is no concern for the Society meeting their obligations for the foreseeable future.

In the absence of Mr. Otto, Chairman of the Investment Committee, Mr. White presented the Investment Committee report.

Mr. White, Chairman of the Board of Trustees gave his Annual Report thanking the Board for the opportunity to serve as Chairman for the past three years. He expressed appreciation to the Board of Managers for their careful management of the day to day affairs of The Heritage.

Mrs. Reinecke, President of the Board of Managers, reported on the past year expressing her appreciation to each member of the Board of Managers. She noted that the addition of the Advisory Council this past year has provided a valuable source for informal consultation. She also expressed her appreciation to Mr. White and the Board of Trustees and to Mr. Stevens and the staff at The Heritage. She stated that a more complete report from the President and from each committee will be on file at The Heritage.

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. West, Mr. Clifton)

Mr. Stanford, Chairman of the Nominating Committee, presented the slate of candidates for the Board of Trustees for the year 1983-84 as follows:

Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Samuel H. Matthews  
Stuart W. Morshead

George J. Otto  
John S. Perkins  
Eric Stanford  
David L. White  
Cecil O. West

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Perkins, Mrs. McDaniel) that the foregoing be appointed as Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Avenali, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1983-84 as follows:

Mrs. Frank Abbott, III	Mrs. A.M.D. Lampen
Mrs. Peter Avenali	Mrs. Allan D. LeFevre
Miss Olive G. Balcom	Mrs. Richard Leonards
Mrs. Richard J. Bates	Mrs. David McDaniel
Mrs. George W. Dodge	Mrs. David J. Pinkham
Mrs. Knox H. Finley,	Mrs. Robert Reinecke
Mrs. Walter Gallatin	Mrs. Jonn F. Rhine
Mrs. Charles E. Hall	Mrs. Norman Scott
Mrs. James Lowe Hall, Jr.	Mrs. Robert Sherman
Mrs. Gary Hultquist	Mrs. Phillips Stackhouse
Mrs. Paul Ilg	Mrs. Charles B. Stark
Mrs. James Jordan	Mrs. Malcom Watts
Mrs. Joseph I. Kelly	

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Matthews, Mrs. Avenali) that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Avenali presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Frank Abbott III  
Miss Olive Balcom  
Mrs. James Lowe Hall, Jr.  
Mrs. Robert Reinecke

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mrs. McDaniel, Mrs. Avenali) that the foregoing be appointed to the Board of Trustees.

After discussion, it was moved, seconded and carried (Mr. Stanford, Mr. Matthews) to hire Fox & Company as our auditors for another year.

There being no further business, upon motion made, seconded and carried (Mr. White, Mr. West) the meeting was adjourned at 2:40 p.m.

Respectfully submitted,

*Walter Gallatin*

Mrs. Walter Gallatin  
Secretary  
Board of Trustees

AS:ml

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization Meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 5, 1983, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the Chairman.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year.

Chairman.....	Stuart W. Morshead
Vice-Chairman.....	George J. Otto
Secretary.....	David L. White
Chief Financial Officer.....	John S. Perkins

Executive Committee

George J. Otto

Henry W. Howard

Samuel H. Matthews

Stuart W. Morshead (ex officio)

John S. Perkins

Investment Committee

George J. Otto

Robert D. Harris

Stuart W. Morshead (ex officio)

Eric Stanford

Cecil O. West

Director of Real Estate.....David L. White

Insurance Consultant.....Fred T. Clifton

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

*David L. White*

David L. White  
Chairman

20ml

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
Thursday, May 7, 1981

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 7, 1981. The following members were present: Trustees, Messrs. Clifton, Howard, Matthews, Morshead, Otto, Stanford and White; Managers, Mesdames Finley, Gallatin, Lampen, Lampen, Pope, Porter, Rhine, Scott, Sherman, Stackhouse, and Smailya, and Managers serving as Trustees, Mesdames Abbott, and Daniel. The following guests were present: Mr. Roy Nordman and Mr. David Cowles of Coopers and Lybrand, Mr. Roger Stevens, Administrator, and Ms. Marla Long, Administrative Assistant.

A quorum being present, the meeting was called to order by the Chairman, David L. White at 2:00 p.m. A motion was moved, seconded and carried (Mr. Clifton, Mr. Otto) that the minutes of the last annual meeting be accepted as written in the minute book.

Chairman White introduced Mr. Nordman and Mr. Cowles of Coopers and Lybrand who were invited to the meeting to give their report on the status of the Heritage finances. Mr. Nordman reported that the Heritage is in financial "good health" with no qualifications about financial viability. In terms of the balance sheet, the Heritage has all the necessary assets to take care of the future needs of its residents. However, in the operations of the Heritage, the effect of inflation should be addressed. The reserve for continuing increased approximately one million. Coopers and Lybrand has recommendations: 1) that the Board take another look at the entrance and monthly fee and continue to study to see that we are in line with other homes in the area. Mr. Nordman thinks there is room for an increase; 2) that the fee structure for Health Center private patients should be reassessed. Mr. Cowles reported that current percentage of public support is 15%. In order to maintain our charitable status 10% is needed.

The Society members discussed the Admissions Policy of the Heritage as it relates to special needs cases. Mr. White noted that due to the complexity of the issue, it would be appropriate to address the subject at greater length at another meeting.

The Chief Financial Officer, Mr. Morshead, stated that Mr. Stanford himself will be looking at real numbers to determine what position the Heritage should take in the future. So far, Mr. Morshead has met with the Finance Committee of the Board of Managers where a decision was made to increase the monthly and entrance fees 20% per month for incoming residents. There is no need to adopt a policy change until the study is completed.

Mr. Morshead praised Mr. Otto for his very competent handling of the Heritage investment portfolio.

Mr. Otto commented briefly on investment yield. He emphasized that the Society's consideration of costs and revenues is important and necessary as the current rate of increase in income is substantially less than the increase in costs.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
May 6, 1982

The Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 6, 1982. The following members were present: Trustees, Messrs. Clifton, Harris, Matthews, Morshead, Otto, Stanford, West and White; Managers, Miss Balcom, Mesdames Finley, Forward, Gallatin, Hall, Ilg, Lampen, Nishkian, Pinkham, Porter, Reinecke, Rhine, Stackhouse, and Vermilya, and Managers serving also as Trustees, Mesdames Abbott, Avenali, McDaniel and Scott. The following guests were present: Ms. Marla Long, Administrative Assistant, and Managers nominees, Mesdames James Lowe Hall, Jr., Gary Hultquist, and James Jordan.

A quorum being present, the meeting was called to order by the Chairman, David L. White at 2:10 p.m. It was moved, seconded and carried (Mr. Otto, Mr. Clifton) that the minutes of the last annual meeting, May 7, 1981, be accepted as mailed.

Chairman White introduced the reports of the Chief Financial Officer and the Chairman of the Investment Committee by praising and thanking Mr. Otto and both Mr. Stanford and Mr. Morshead for their work. Mr. Morshead stated that the new auditors, Fox & Company, had done a good job with the annual audit. He gave the floor to Mr. Stanford for a review and commentary on the auditor's report.

Mr. Stanford noted that Coopers and Lybrand had stated at the last annual meeting of the Society that we had a very serious problem with our continuing care reserve. This problem has been rectified by a new treatment of income in the calculation of the continuing care reserve. Mr. Stanford drew attention to the Management Letter which outlined four conditions that Fox & Company believe merit the Society's attention, as follows: 1) that preparation of long-range budgets for major repairs and replacements would provide a better gauge of the amount of cash required to maintain the Heritage; 2) long term budgeting of the cost of care will indicate cash-flow problems in time for corrective adjustment to our accommodation and monthly care fees; 3) it would be helpful to establish a minimum asset and income guideline for potential life care residents to assist in assuring the long-term ability of the resident to pay the monthly fee; and 4) the creation of a fund development program would enhance the financial stability of the Heritage.

Mr. Morshead stated that there will be a special meeting of the Trustees in June, at which he will present a second report on his financial forecasts, and the financial picture will be discussed. Decision and plans for action should be determined by the end of 1982.

The Society members discussed the audit, pointing out a computational error and suggesting that certain items could be presented more clearly in terms of labeling, especially the statements of cost of care. It was moved, seconded and carried (Mr. Morshead, Mr. Matthews) that Fox & Company be hired for another year.

Mr. Otto presented the Investment Committee report. He stated that we have to keep in mind that we have gone from an informal operation

to one that is guided by government regulations and inflation. Putting these two factors together, we cannot operate in the future the way we have in the past. He reported that the portfolio is worth approximately 10% more than its cost. As bonds mature, the capital can be recovered and reinvested.

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. Matthews, Mr. Clifton).

Mr. George Otto, Chairman of the Nominating Committee, presented the slate of nominations for the Board of Trustees for the year 1982-83 as follows:

Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Douglas G. Moore  
Stuart W. Morshead

George J. Otto  
John S. Perkins  
Eric Stanford  
David L. White  
Cecil O. West

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried that the foregoing be appointed Trustees for the ensuing year or until their successors are elected and qualified.

Mrs. Porter, Chairman of the Nominating Committee of the Board of Managers, presented the slate of nominations for the Board of Managers for the year 1982-83 as follows:

Mrs. Frank Abbott, III  
Mrs. Peter Avenali  
Miss Olive G. Balcom  
Mrs. Knox H. Finley  
Mrs. James D. Forward  
Mrs. Walter Gallatin  
Mrs. Charles E. Hall  
Mrs. James Lowe Hall, Jr.  
Mrs. Gary Hultquist  
Mrs. Paul Ilg  
Mrs. James Jordan

Mrs. A.M.D. Lampen  
Mrs. David J. McDaniel  
Mrs. Robert Reinecke  
Mrs. John F. Rhine  
Mrs. Norman Scott  
Mrs. Robert Sherman  
Mrs. Phillips Stackhouse  
Mrs. Robert Vermilya  
Mrs. Malcolm Watts

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried that the foregoing be appointed Managers for the ensuing year or until their successors are elected and qualified.

Mrs. Porter presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Peter Avenali  
Miss Olive G. Balcom  
Mrs. Walter Gallatin  
Mrs. Robert Reinecke

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried that the foregoing be appointed to the Board of Trustees.

Mrs. McDaniel, President of the Board of Managers, reported on the past year, noting that a formal Annual Report, together with

reports of Committees of the Board of Managers, would be on file. She expressed thanks and appreciation to the Board of Managers, to Mr. White and the Board of Trustees, and to the Administrator and Staff, for their service and commitment to the Heritage, and for their kind and generous help during her term of office.

Mrs. McDaniel then presented a certificate of appreciation to Mrs. Charles Porter, thanking her on behalf of the Society for her decades of distinguished leadership and devoted service to the Heritage.

There being no further business, upon motion made, seconded and carried (Mr. Matthews, Mr. Morshead) the meeting was adjourned at 3:25 p.m.

Respectfully submitted,

*Martha E. McDaniel*

Mrs. David J. McDaniel  
Secretary  
Board of Trustees

*Marla Long*

Ms. Marla Long  
Recorder  
Administrative Assistant

Mrs. McDaniel requested that, in the interest of time, the reading of her report as President of the Board of Managers might be dispensed with; a complete report will be attached to these minutes.

After a brief summary of the year, Mrs. McDaniel thanked the Chairman and members of the Committees of the Board of Managers for their numerous contributions of time and effort in carrying out their various responsibilities. She also expressed appreciation to the Administrator, the Administrative Assistant, the Department Heads, and other members of the staff for their co-operation, diligent work, and high degree of personal commitment to the Heritage and Residents.

In conclusion, Mrs. McDaniel stated that the Board of Managers has been concerned throughout the year with the rapid increase in the cost of care and the implications for the present and future operation of the Heritage, especially its function as a charitable service. The Board feels strongly that the Managers and Staff must continue to work together to contain costs wherever possible. The Managers must recognize the need for long-range planning, based on a clear definition of what the Heritage is, what the Society wishes it to be, and what, realistically, it can be, in both the short-term and long-term future. The Managers will be looking to the Trustees in the coming months for the financial analysis and projections essential to such plans; but they will also need the advice and active participation of the Trustees in making choices and decisions on which the future role of the Heritage, and of the Society, will depend.

The Chairman of the Society, Mr. David White, presented a brief annual report and commentary for the Board of Trustees, noting that major issues and actions of the past year had been covered in the ongoing reports.

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. Howard, Mr. Matthews).

Henry Howard, Chairman of the Nominating Committee, presented a slate of nominations for the Board of Trustees for the year 1981-82 as follows:

Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Douglas G. Moore

Stuart W. Morshead  
George J. Otto  
Eric Stanford  
David L. White  
Cecil O. West

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried that the foregoing be appointed Trustees for the ensuing year or until successors are elected and qualified.

Finley, Chairman of the Nominating Committee of the Board of Managers reported that three members would be leaving the Board: Jack Logan, Mrs. Allen Mitchum and Mrs. John Pope; and that new members were nominated: Mrs. Charles E. Hall, Mrs. Paul and Mrs. Robert Reinecke. She then presented the slate of officers for the year 1981-82 as follows:

Annual Meeting  
July 7, 1981

Page Two

Mrs. McDaniel requested that, in the interest of time, the reading of her report as President of the Board of Managers might be dispensed with; a complete report will be attached to these minutes.

After a brief summary of the year, Mrs. McDaniel thanked the Chairman and members of the Committees of the Board of Managers for their numerous contributions of time and effort in carrying out their various responsibilities. She also expressed appreciation to the Administrator, the Administrative Assistant, the Department Heads, and other members of the staff for their co-operation, diligent work, and high degree of personal commitment to the Heritage and Residents.

In conclusion, Mrs. McDaniel stated that the Board of Managers has been concerned throughout the year with the rapid increase in the cost of care and the implications for the present and future operation of the Heritage, especially its function as a charitable service. The Board feels strongly that the Managers and Staff must continue to work together to contain costs wherever possible. The Managers must recognize the need for long-range planning, based on a clear definition of what the Heritage is, what the Society wishes it to be, and what, realistically, it can be, in both the short-term and long-term future. The Managers will be looking to the Trustees in the coming months for the financial analysis and projections essential to such plans; but they will also need the advice and active participation of the Trustees in making choices and decisions on which the future role of the Heritage, and of the Society, will depend.

The Chairman of the Society, Mr. David White, presented a brief annual report and commentary for the Board of Trustees, noting that major issues and actions of the past year had been covered in the ongoing reports.

A motion to approve and confirm the acts of the Officers and of the Board of Trustees and Managers during the past year was moved, seconded and carried (Mr. Howard, Mr. Matthews).

Henry Howard, Chairman of the Nominating Committee, presented a slate of nominations for the Board of Trustees for the year 1981-82 as follows:

Fred T. Clifton  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Douglas G. Moore

Stuart W. Morshead  
George J. Otto  
Eric Stanford  
David L. White  
Cecil O. West

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried that the foregoing be appointed Trustees for the ensuing year or until successors are elected and qualified.

W. Vinley, Chairman of the Nominating Committee of the Board of Managers reported that three members would be leaving the Board: Jack Logan, Mrs. Allen Mitchum and Mrs. John Pope; and that three new members were nominated: Mrs. Charles E. Hall, Mrs. Paul and Mrs. Robert Reinecke. She then presented the slate of candidates for the year 1981-82 as follows:

Mrs. Frank Abbott III  
Mrs. Peter Avenali  
Miss Olive G. Balcom  
Mrs. John Parr Cox  
Mrs. A Barlow Ferguson  
Mrs. Knox H. Finley  
Mrs. James D. Forward  
Mrs. Walter Gallatin  
Mrs. Charles E. Hall  
Mrs. Paul Ilg  
Mrs. A.M.D. Lampen

Mrs. David J. McDaniel  
Mrs. Byron Nishkian  
Mrs. David J. Pinkham  
Mrs. C.B. Porter  
Mrs. Robert Reinecke  
Mrs. John F Rhine  
Mrs. Norman Scott  
Mrs. Robert S. Sherman  
Mrs. Phillips Stackhouse  
Mrs. Robert Vermilya  
Mrs. Malcolm Watts  
Mrs. Robert Wert

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Bradford, Mr. Morshead) that the foregoing be appointed to the Board of Managers for the year 1981-82 or until their successors are selected and qualified.

Mr. Finley presented the following nominations for members of the Board of Managers to serve on the Board of Trustees:

Mrs. Frank Abbott, III  
Mrs. Peter Avenali  
Mrs. David McDaniel  
Mrs. Norman Scott

Nominations were called for from the floor. There being none, the nominations were closed. It was moved, seconded and carried (Mr. Bradford, Mr. Morshead, Mr. Matthews) that the foregoing be appointed to the Board of Trustees.

There being no further business, upon motion made, seconded, and carried, the meeting was adjourned at 3:20 p.m.

Respectfully submitted,

By  
David J. McDaniel

David J. McDaniel  
Secretary  
Board of Trustees

Marla Long

Marla Long  
Under  
Administrative Assistant

Meeting of the Board of Managers, May 7th, 1981

Meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 7th, 1981, at 100 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:25 p.m. by the President, Mrs. David McDaniel.

Present: Mesdames Abbott, Finley, Gallatin, Lampen, Logan, McDaniel, Pope, Porter, Rhine, Scott, Sherman, Stackhouse and family.

Absent: Avenali, Balcom, Cox, Ferguson, Forward, Nishkian, Pinkham, Watts and Wert.

The Chairman of the Nominating Committee, Mrs. Knox Finley, presented the following slate of Officers of the Board of Managers for 1981-1982:

President:	Mrs. David McDaniel
First Vice-President:	Mrs. Frank Abbott, III
Second Vice-President:	Mrs. Norman Scott
Treasurer:	Mrs. Peter Avenali
Assistant Treasurer:	Mrs. Walter Gallatin
Recording Secretary:	Mrs. Malcolm Watts
Assistant Recording Secretary:	Mrs. John Rhine
Corresponding Secretary:	Mrs. Charles Hall

It was moved, seconded and carried that the foregoing be elected.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

*Linda E. McDaniel*

Mrs. David McDaniel  
President  
Board of Managers

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The Organization Meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Tuesday, May 7, 1981, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the Chairman.

A motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year.

Chairman.....David L. White  
Vice-Chairman.....George J. Otto  
Secretary.....Mrs. David J. McDaniel  
Chief Financial Officer.....Stuart W. Morshead

Executive Committee

George J. Otto  
Larry W. Howard  
Samuel H. Matthews  
Stuart W. Morshead  
David L. White (ex-officio)

Investment Committee

George J. Otto  
Robert D. Harris  
Stuart W. Morshead  
Eric Stanford  
Cecil O. West  
David L. White (ex-officio)

Director of Real Estate.....David L. White

Insurance Consultant.....Fred T. Clifton

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

*David L. White*

David L. White  
Chairman

Report of the President of the Board  
of Managers for 1981 not submitted.



Report of the President of the Board  
of Managers for 1982 not submitted.



MEETING OF THE BOARD OF MANAGERS

May 6, 1982

Meeting of the Board of Managers of the San Francisco Ladies' Protection and Relief Society was held on May 6, 1982, at 3400 Laguna Street, immediately following the Annual Meeting of the Society. The meeting was called to order at 3:30 p.m. by the President, Mrs. David McDaniel.

Present: Miss Balcom, Mesdames Abbott, Avenali, Finley, Forward, Gallatin, Hall, Ilg, Lampen, McDaniel, Pinkham, Reinecke, Rhine, Scott, Stackhouse and Vermilya.

Absent: Mesdames Sherman and Watts.

In the absence of Mrs. Porter, Chairman of the Nominating Committee, Mrs. Finley presented the following slate of Officers of the Board of Managers for 1982-83:

President:	Mrs. Robert L. Reinecke
First Vice-President:	Mrs. Peter Avenali
Second Vice-President:	Mrs. Norman Scott
Treasurer:	Mrs. Walter Gallatin
Assistant Treasurer:	Mrs. Charles E. Hall
Recording Secretary:	Mrs. John F. Rhine
Assistant Recording Secretary:	Mrs. Gary Hultquist
Corresponding Secretary:	Mrs. James D. Forward

It was moved, seconded and carried unanimously that the foregoing be elected.

Mrs. McDaniel presented the names recommended for appointment to the Advisory Council. It was moved, seconded and carried to appoint the following as members of the Advisory Council, subject to final confirmation of their acceptance of the invitation to serve:

Miss Helen Bridge	Mrs. Byron Nishkian
Mrs. John Parr Cox	Mrs. Charles B. Porter
Mrs. David Donlon	Mrs. J.P. Rettenmayer
Mrs. A. Barlow Ferguson	Mrs. Victor Richards
Mrs. Jack Logan	Mrs. Walter Schilling
Mrs. Lawrence Metcalf	Mrs. Robert Wert
Mrs. William Nigh	

By unanimous resolution, Mrs. Charles Porter was appointed to serve as Chairman of the Advisory Council for 1982-83.

Mrs. McDaniel welcomed the new President of the Board of Managers, Mrs. Robert Reinecke.

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Mrs. David Jamison McDaniel

Mrs. David Jamison McDaniel

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The Organization Meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California on Thursday, May 6, 1982, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the Chairman.

Upon motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year.

Chairman.....David L. White  
Vice-Chairman.....George J. Otto  
Secretary.....Mrs. Walter Gallatin  
Chief Financial Officer.....Stuart W. Morshead

Executive Committee

George J. Otto  
Harry W. Howard  
Samuel H. Matthews  
Stuart W. Morshead  
David L. White (ex-officio)

Investment Committee

George J. Otto  
Robert D. Harris  
Stuart W. Morshead  
Eric Stanford  
Cecil O. West  
David L. White (ex-officio)

Director of Real Estate.....David L. White

Insurance Consultant.....Fred T. Clifton

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

David L. White  
Chairman

FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY ANNUAL MEETING  
THURSDAY, MAY 8, 1980

Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 8, 1980. The following members of the Board of Trustees were present: Messrs. Clifton, Harris, Howard, Morshead, Otto, and West. The following members of the Board of Directors: Miss Balcom, Mesdames Abbott, Ferguson, Finley, Ward, Gallatin, Howard, Lampen, Logan, McDaniel, Mitchum, Nishkian, Porter, Stackhouse, Sutro, Vermilya, Wert and Watts. The following guests were present: Mr. Jack Lynd and Mr. Alex Tara of Sprinkle, Lynd and Sprague, Mr. Roy Nordman and Mr. Bruce Adams of Adams-Lybrand, Mr. Roger Stevens, Administrator, and Ms. Marla Long, Administrative Assistant.

The meeting was called to order by Trustee President, Cecil O. West, who was present, at 2:00 p.m. With the minutes of the last annual meeting having been circulated to all members, a motion was made that they be accepted as written in the minute book.

West introduced Mr. Jack Lynd and Mr. Alex Tara of the architectural firm of Sprinkle, Lynd and Sprague, who were engaged during the year to investigate the feasibility of adding additional living areas and/or rooms for equipment or other functions of the Heritage, including recreation. Mr. Lynd stated that there are basically two ways to achieve greater guest (resident) room space. One way would be to add guest rooms without adding square footage by relocating existing service areas such as the beauty salon. The second way to increase guest room space would be to add rooms to the facility. The two ways where square footage could be added to the facility would be as follows: 1) putting a floor over the Health Center, thus gaining 13 rooms including a suite; and 2) building a third floor above the dining room thus adding 10 rooms including a suite. If both of these recommendations were adopted, the Board might want to increase the dining room with bay windows coming out about five feet. Mention was made of refinishing the lower level to include a nice meeting room other than the theater room or hobby room. After thorough discussion, including the many problems involved such as getting our conditional use permit revised, obtaining an environmental impact report and actually building on an occupied site, Mr. Lynd closed by stating that he would submit the information covered today in the form of a report from which a final decision can be made.

West requested a report from Mr. Roy Nordman on this year's audit. Two reports were handed out, one on the examination of the financial statements and the other examining our continuing care reserve. Mr. Nordman, in addressing the report on financial statements, concluded that there are no significant problems or serious omissions. Also, it is not imperative this year to address any management issues in a formal management letter. However, he did note that recent changes in accounting personnel were necessary as the Society heads into 1980. The Society enjoys a very healthy financial position and Mr. Nordman has implemented the management and Board policies for the fact that the Society has been able to hold back the erosion of inflation. The report on continuing care reserves, which is required by the

the California, Department of Social Services shows very clearly the ability of the Heritage to meet its obligations to its residents.

George Otto, Chairman of the Investment Committee, stated that report is just as complimentary as the audit. The total cost all investments for 1979-80 was \$4,720,934.00. Their market value of March 31st was \$4,954,000.00. Because of the market situation of March 31st, the current market value should be substantially more. Otto feels that our portfolio shows a most representative list securities which can take care of the Heritage from the standpoint supplemental income.

Henry Howard was called upon by Mr. West to give a presentation of revised Bylaws of the Society to conform with the new California Nonprofit Corporation Law. In order to comply by having ultimate authority vested in one Board, the present Board of Directors will change their name to the Board of Managers, and while having very same responsibilities, their authority will be delegated to them by the Board of Trustees. The administrator, as required by law, will be directly responsible to the Board of Trustees and in an advisory capacity to the Board of Managers. The revised Bylaws provide for a Board of Trustees with 15 members, 11 who will be members of the original Board of Trustees and 4 members of the new Board of Managers. A motion was passed unanimously to adopt the revised Bylaws presented.

Fred Clifton, as acting Chairman of the Nominating Committee, presented the slate of nominations for the Board of Trustees for the 1980-81 as follows:

Fred Clifton  
Charles deLimur  
Robert W. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Douglas G. Moore

Stuart Morshead  
George J. Otto  
Eric Stanford  
David L. White  
Cecil O. West

Nomination were called for from the floor. There being none, the nomination were closed. It was moved, seconded and carried that the foregoing be appointed Trustees for the ensuing year until their successors are elected and qualified.

C. B. Porter, Chairman of the Nominating Committee of the Board of Directors presented the slate of Managers for the period (1979-80) as follows:

Mrs. Frank Abbott, III  
Mrs. Peter Avenali  
Miss Olive G. Balcom  
Mrs. John Parr Cox  
Mrs. A. Barlow Ferguson  
Mrs. Knox H. Finley  
Mrs. James D. Forward  
Mrs. Walter Gallatin  
Mrs. A.M.D. Lampen  
Mrs. Jack Logan  
Mrs. David McDaniel  
Mrs. Allen Mitchum

Mrs. Byron Nishkian  
Mrs. David J. Pinkham  
Mrs. John A. Pope  
Mrs. C.B. Porter  
Mrs. John F. Rhine  
Mrs. Norman Scott  
Mrs. Robert S. Sherman  
Mrs. M.P. Stackhouse  
Mrs. Oscar Sutro  
Mrs. Robert Vermilyea  
Mrs. Malcolm Watts  
Mrs. Robert Wert

ations were called for from the floor. There being none, the motions were closed. It was moved, seconded and carried that the foregoing be appointed to the Board of Managers for the period 1980-81 or until their successors are elected and qualified.

Chairman of the Nominating Committee then presented the slate of officers for the period 1980-81 as follows:

Mrs. David McDaniel, President  
Mrs. Robert Wert, First Vice President  
Mrs. Norman Scott, Second Vice President  
Mrs. Peter Avenali, Treasurer  
Mrs. Allen Mitchum, Assistant Treasurer  
Mrs. Jack Logan, Recording Secretary  
Mrs. Robert Vermilya, Assistant Recording Secretary  
Mrs. Malcom Watts, Corresponding Secretary

Motion was passed unanimously that the foregoing be appointed officers for the Board of Managers.

Nominating Committee recommended the following Board members serve on the Board of Trustees:

Mrs. David McDaniel  
Mrs. Peter Avenali  
Mrs. Robert Wert  
Mrs. Frank Abbott, III

Motions were called for from the floor. There being none, the motions were closed. It was moved, seconded and carried that the foregoing be appointed to the Board of Trustees.

Ed Clifton, our insurance consultant, reported that he would recommend the termination in all lines of insurance, of Western Insurance Associates, due to a lack of service in a variety of pertinent areas. He reported that Metzger & Wentner, Inc. will offer the Heritage a program with four very material advantages and a disadvantage of somewhat lesser importance, for an annual savings of \$1,278.00. After discussion, it was moved, seconded and carried to terminate Western Insurance Associates concurrent with the commitment to succeed that firm with Metzger & Wentner, Inc. Although the firm of Metzger & Wentner, Inc. had done a good job of convincing its insurer to agree to write Earthquake Sprinkler Leakage Insurance in the amount of \$500,000.00 for an annual premium of \$32.00, the Board passed unanimously the motion that they self-insure the remaining modest exposure.

Recent change in California law requires that the Society make a decision that it "does" or "does not" wish to protect volunteers. Workers Compensation Insurance. At the cost of \$100.00 for the President and Managers and \$375.00 per year for other volunteers, the San Joaquin Fund Insurance Company will extend its present policy to provide insurance in this respect. The Board moved, seconded and carried the motion that we adopt workers compensation for our volunteers.

Knox Finley, President of the Board of Directors, presented her report of the year's activities, a copy of which is appended hereto.

President of the Society, Mr. Cecil West, presented the Annual Report of the Board of Trustees, a copy of which is appended hereto. A motion duly made, seconded and carried, all the acts of the Officers and of the Boards of Directors and Trustees during the past year were approved and confirmed.

M. Stevens, Administrator, reported that Self Help for the Elderly and the Chinese Food Program. This was due to the inability of different contractors to meet the city requirements for spending the kitchen facility at the Self Help site. However, two other organizations have approached the Heritage, and we remain interested in serving the downtown area.

There being no further business, the motion was made, seconded, and carried to adjourn at 4:15 p.m.

Respectfully submitted,

*Verla Long*

Verla Long  
Administrative Assistant

ORGANIZATION MEETING  
OF  
BOARD OF MANAGERS  
OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

cial meeting of the newly formed Board of Managers of the Protection and Relief Society was called to order at p.m. on May 8, 1980 at 3400 Laguna Street, San Francisco, California by Mrs. Finley, retiring President, presiding.

Salcom, Mesdames Abbott, Ferguson, Finley, Forward, Gallatin, Logan, McDaniel, Nishkian, Pope, Porter, Stackhouse, Watts and Wert.

Business

Business

Hinley spoke again of the fine records started by Mrs. Abbott for committee which she mentioned in detail in her Annual Report. Importance of maintaining a continuity in the keeping of these records as well as the service of Mr. Delfino as a continuing visiting decorator was stressed.

Above was put in the form of a motion and it was moved, seconded and carried (Mrs. Pope, Mrs. Forward).

It was also reported that during an inspection by the State Board of Social Welfare and the State Board of Social Services, the latter discovered that the Health Center did not have a license to care for non-ambulatory people (inside the Health Center). Mr. Stevens is taking steps to rectify this situation.

Hinley was asked by Mr. Stevens to request that members of the Board of Managers consult him before asking an employee to do a particular job.

Hinley welcomed the new President of the Board of Managers, David J. McDaniel.

McDaniel asked the Board of Managers to decide upon the month of July or August as the recess month for the Board. A decision was announced at the regular Board meeting, May 27, 1980. The trustees will meet throughout the Summer.

<sup>comment</sup>  
Meeting was adjourned at 4:25 p.m.  
Safely submitted,

John Gallatin  
Recording Secretary

ORGANIZATION MEETING OF  
BOARD OF TRUSTEES OF  
FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Organization Meeting of the Board of Trustees of the Francisco Ladies' Protection and Relief Society was held 300 Laguna Street, San Francisco, California on Thursday, April 1980, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the Chairman.

Motion duly made, seconded and carried unanimously, the following officers were elected for the ensuing year.

Chairman.....	David L. White
Chairman.....	George J. Otto
Secretary.....	Mrs. David J. McDaniel
Financial Officer.....	Stuart W. Morshead

Nominating Committee

George J. Otto
David O. West
Wayne Howard
Ed Matthews
David L. White (ex-officio)

Investment Committee

George J. Otto
Robert D. Harris
Stuart W. Morshead
Eric Stanford
Cecil O. West
David L. White (ex-officio)

Director of Real Estate.....David L. White

Insurance Consultant.....Fred T. Clifton

No further business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

David L. White  
Secretary-Treasurer

ANNUAL REPORT OF THE PRESIDENT OF THE BOARD OF DIRECTORS  
May 8, 1980

the 127th year of the San Francisco Ladies' Protection and Relief Society, has been one of many accomplishments by our Board of Directors. As a matter of record, I wish to call your attention to the following:

Policy and Procedure Chairman, Martha McDaniel, has been most industrious. In the fall of 1979, with cooperation from the staff, completed a new Residents' Manual.

actively participated in the revision of our by-laws, with cooperation from our Board of Directors, Trustees and staff members. Its new version was available on May 1, 1980.

In the spring of 1980, she and her committee have been reviewing statements of Heritage Policy and Procedure contained in the Administrator's Manual for the Health Center and the Residents.

House Committee, under the able and active direction of Donna Abbott, has had completed by two competent appraisers, a thorough appraisal and identification of all the fine arts and furnishings of the Heritage. Copies of these appraisals are in the House Committee file and in our safe deposit box.

is in the process of making a visual documentary through pictures of all the fine arts pieces for insurance purposes and general information regarding dates of donations, donor's names etc. Our insurance has been updated as a consequence.

Card file has also been started which contains information on decoration and repair of the house and furniture. Dates and costs are noted thereon.

The interest of maintaining the decor and atmosphere of the Heritage, as was originally prescribed, Mrs. Abbott has established. Mr. Andrew Delfino will be our consultant for continuing redecoration. This was voted on and passed unanimously.

Mary Ferguson, a member of the House Committee and a former President of the Society, has given permission to turn over our old files to the California Historical Society for their care and preservation. The Society is anxious to have these files as they consider them to be a very important contribution to the City of San Francisco. The transfer will take place on June 17, 1980 at a luncheon at the Heritage. Members of our Board of Trustees, Board of Managers and representatives of the Historical Society will be invited. We will receive a copy of the files from the Society.

The Admissions Committee, under the chairmanship of Pat Scott, reports that during the year 1979 there were 6 new residents and 10 deaths or terminations.

Mrs. Lampen, our dedicated Crafts Chairman, spends at least one day a month with the resident ladies who knit, crochet or sew.

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This year, our Health Committee, under the guidance of Trevie Pope, instituted a regular weekly policy of visiting at the Health Center by Board members and a new volunteer.

The Food Committee, with Willie Logan as Chairman and also a Past President, has established and maintained a rapport with the Food Dimensions Manager. This has resulted in a healthy relationship exchange of ideas and suggestions for improvement in our food service. Consequently, since the dismissal of our dietitian in July, 1979 and the re-engaging of Food Dimensions in August for a period of one year (with the stipulation that we have our previous Food Service Manager) both the quality of our food and the appreciation thereof has improved immeasurably.

The Party Chairman, Jannie Cox, has endeared herself to the residents with a change from the Spring Tea to a delightful Saint Patrick's Day. The entertainment at the Christmas party was equally well received.

Maria Vermilya, who served as Chairman of the Hospitality Committee, organized and presented four teas for residents and Board members this year. These were always very well attended.

I wish to thank all the other Committee Chairmen and those who served them, for their cooperation and good will. All of their endeavors were most appreciated, not only by your President, but also by residents directly or indirectly. I wish to present special thanks to Olive Balcom for her dedication to Finance and all the time-consuming facets thereof. To Avesia Gallatin, who has been our Recording Secretary for 5 years, I wish to express appreciation and that of the present and past Boards for her dedication and commitment.

During the year, three ladies of the Board resigned, Mrs. David Stevens, Mrs. Herbert Moffitt, and Mrs. L.D. Howard. We added three new members, Mrs. James Forward, Mrs. Malcolm Watts and Mrs. John Finley.

I also wish to thank Mr. Stevens for all his cooperation and help whenever I called upon him, and for his commitment to, and concern for, the Heritage and its residents.

It is a pleasure to have had the opportunity to work with various members of the Board of Trustees from time to time, and I wish to thank all of them for their dedication to the management of our facilities as well as to all the other problems which arise in their areas of authority.

I have greatly enjoyed my year as President of the Board of Directors of the Heritage, not only for a most pleasant association with my constituents, but also for the opportunity to listen to, and work with, our constituents.

Humbly submitted,

Lee Finley

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PRESIDENT'S REPORT

CECIL O. WEST

1980

of the comprehensive reports given by Messrs. Roy Nordman, Otto, Henry Howard and Fred Clifton, my report will be brief.

report to you last year, I emphasized the need to increase some from accomodation and monthly care fees in order to keep up with inflation. With inflation currently running at 18%, it is more than ever necessary and I trust the ladies will continue to work with Mr. Stanford in this area.

It is pleasing to report, however, that despite inflation, we have been able to keep within our budget and maintain our strong financial position. This has been due to the vigilance of our Administrator, Mr. Roger Stevens, and his staff as well as the Board and they are to be commended for their efforts in this regard.

Relations during the year between the Board of Directors and the Board of Trustees continued to be most satisfactory. With the addition of four (4) members of the newly created Board of Managers to the Board of Trustees, the working relationship between the men and the ladies should be even closer.

Bill White will be succeeding me as Chairman of the Board of Directors next year and I wish to thank all of you for your cooperation with me during my term in office.

Sincerely submitted,

C. West  
President

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, TUESDAY, MAY 15, 1979

The meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 15, 1979. The following members of the Board of Trustees were present: Messrs. Harris, Matthews, Moore, Morshead, Otto, Stanford, West and White. The following members of the Board of Directors: Miss Balcom, Mesdames Donlon, Gervard, Howard, Lampen, Logan, McDaniel, Mitchum, Pinkham, Pope, Scott, Sherman, Stackhouse, Vermilya and Wert.

The meeting was called to order by Trustee President, Cecil O. West, quorum present, at 2:00 p.m. Before proceeding with the regular business of the Society, President West introduced and welcomed the following guests: Mr. Roy Coopers and Lybrand, and Mr. Roger Stevens, Administrator.

Upon motion duly passed, it was ordered to dispense with the reading of the minutes of the 1978 Annual Meeting, and that we accept the minutes as recorded in the Minutes Book.

President West called upon Trustee, Mr. Eric Stanford, to comment on the Annual Reports prepared by Coopers and Lybrand, copies of which were made available to the Members.

Mr. Stanford pointed out that the Balance Sheet is strong; that it has been able to fund increasing annual budgets, make many physical improvements, and maintain an excellent financial status.

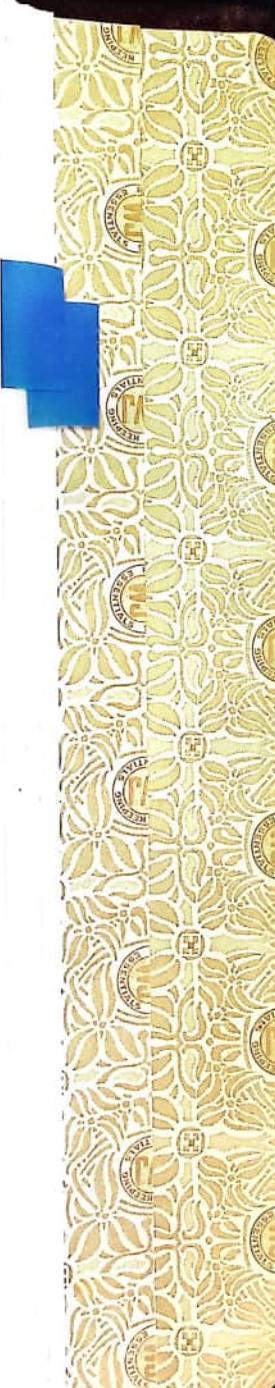
Mr. Otto, as Chairman of the Investment Committee, made appropriate comments on the Society's various security investments, stating that as of 3/31/79, the value of securities increased to \$5,346,000 - 57% of which is invested in stocks with an average yield of 6.43%, 39.4% in high grade corporate bonds, 1.7% on cost, and \$196,000.00 in short-term investments. At 9.9%, the return is 6.34%. Mr. West commended the Investment Committee for its work.

Mr. West requested a report on the Society's real estate investments, which was provided by Mr. White. The Van Ness Avenue property income increased to \$10,000 per month July 1, 1977, as a result of a reappraisal establishing Market Value at \$2,300,000.00. There will be no further increase until the scheduled reappraisal to be made as of July 1, 1987. The Reno property is under long-term lease to 4/30/99 at a fixed rent. During the year the Society declined an opportunity to sell it at our original investment of \$100,000 in the belief that it is a satisfactory investment, which should be worth considerably more when the lease expires, due to the very strong location of the hotel/casino section of downtown Reno.

Mrs. S. Sherman, President of the Board of Directors, presented her report on the Society's activities, a copy of which is appended hereto.

A discussion was had on the appropriateness of a gift for Mrs. Margaret Gervard, who has resigned after several years of valued service. It was decided that the gift was definitely in order and the type was left to the discretion of the Board of Directors.

President of the Society, Mr. West, presented the Annual Report of the Board of Directors, a copy of which is appended hereto.



invited Roy Nordman to comment on the Audit. He stated the Audit  
of the Society is in sound financial condition and has succeeded  
in adequate reserves despite increasing budgets. Also, that all  
the government agencies involved with The Heritage are in proper  
function. It was moved, seconded and carried that the Society  
should continue to make every effort to  
use bequests and outside income in charitable endeavors and com-  
pare, a total amount exceeding 10% of investment income. While we  
achieved this in recent years, this percentage dropped 1.4% in 1978.

It was introduced new Trustee, Douglas Moore, son of Joseph Moore, who  
has served on the Board with distinction for many years.

It was moved, seconded and carried, all of the acts of the officers  
and Directors and Trustees during the past year were approved and

It was the Nominating Committee presented the slate of nominations for  
Trustees for the year 1979-1980 as follows:

Fred Clifton	Stuart Morshead
Charles deLimur	George J. Otto
Robert W. Harris	Eric Stanford
Henry W. Howard	David L. White
Emmanuel H. Matthews	Cecil O. West
Douglas G. Moore	

It was called for from the floor. There being none, the nominations  
were approved. It was moved, seconded and carried that the foregoing be appointed  
for the ensuing year or until their successors are elected and qualified.

It was the Nominating Committee of the Board of Directors presented the  
slate of nominations for the period 1978-1980 as follows:

Mrs. Frank Abbott, III	Mrs. David J. McDaniel
Mrs. Peter Avenali	Mrs. Allen Mitchum
Miss Olive Balcom	Mrs. Herbert Moffitt
Miss Helen Bridge *	Mrs. Byron Nishkian
Mrs. John Parr Cox	Mrs. David J. Pinkham
Mrs. David D. Donlon	Mrs. John A. Pope
Mrs. A. Barlow Ferguson	Mrs. C. B. Porter
Mrs. Knox H. Finley	Mrs. Norman Scott
Mrs. James Forward	Mrs. Robert S. Sherman
Mrs. Walter Gallatin	Mrs. Phillips Stackhouse
Mrs. L. D. Howard	Mrs. Oscar Sutro
Mrs. A. M. D. Lampen	Mrs. Robert Vermilya
Mrs. Jack S. Logan	Mrs. Robert Wert

\*On leave of absence.

It was called for from the floor. There being none, the nominations  
were approved. It was moved, seconded and carried unanimously that the foregoing

invited Roy Nordman to comment on the Audit. He stated the Audit  
of the Society is in sound financial condition and has succeeded  
in adequate reserves despite increasing budgets. Also, that all  
the government agencies involved with The Heritage are in proper  
functioning condition. It was further recommended that the Society should continue to make every effort to  
receive bequests and outside income in charitable endeavors and com-  
munity service. In 1978, the Society received 1.4% of investment income. While we  
published this in recent years, this percentage dropped 1.4% in 1978.

It was moved, seconded and carried, that the Board of Directors introduce new Trustee, Douglas Moore, son of Joseph Moore, who  
has served on the Board with distinction for many years.

It was moved, seconded and carried, all of the acts of the officers  
and Trustees during the past year were approved and

It was moved, seconded and carried, the Nominating Committee presented the slate of nominations for  
Trustees for the year 1979-1980 as follows:

Fred Clifton	Stuart Morshead
Charles deLimur	George J. Otto
Robert W. Harris	Eric Stanford
Henry W. Howard	David L. White
Emmanuel H. Matthews	Cecil O. West
Douglas G. Moore	

There was no nomination called for from the floor. There being none, the nominations  
were approved and carried. It was moved, seconded and carried that the foregoings be appointed  
for the ensuing year or until their successors are elected and qualified.

It was moved, seconded and carried, the Nominating Committee of the Board of Directors presented the  
slate of nominations for the period 1978-1980 as follows:

Mrs. Frank Abbott, III	Mrs. David J. McDaniel
Mrs. Peter Avenali	Mrs. Allen Mitchum
Miss Olive Balcom	Mrs. Herbert Moffitt
Miss Helen Bridge *	Mrs. Byron Nishkian
Mrs. John Parr Cox	Mrs. David J. Pinkham
Mrs. David D. Donlon	Mrs. John A. Pope
Mrs. A. Barlow Ferguson	Mrs. C. B. Porter
Mrs. Knox H. Finley	Mrs. Norman Scott
Mrs. James Forward	Mrs. Robert S. Sherman
Mrs. Walter Gallatin	Mrs. Phillips Stackhouse
Mrs. L. D. Howard	Mrs. Oscar Sutro
Mrs. A. M. D. Lampen	Mrs. Robert Vermilya
Mrs. Jack S. Logan	Mrs. Robert Wert

\*On leave of absence.

There was no nomination called for from the floor. There being none, the nominations  
were approved and carried unanimously that the foregoings

directors for the period 1979-1980 or until their successors are qualified.

After the regular business of the meeting and there being no further business, the motion was made, seconded and carried to adjourn at

submitted,

*Mike*

Cashier



ANNUAL REPORT OF THE PRESIDENT OF THE BOARD OF DIRECTORS  
May 15, 1979

This, our 126th year as the San Francisco Ladies' Protection and Society, again shows change and gain.

Our Administrator is well into his second year. I have just returned from the 18th Annual Meeting of CAHA in Los Angeles. The Heritage & Stevens were spoken of many times in the workshop I attended, nothing but praise for both.

Speaker Leo McCarthy was guest speaker at the luncheon.

There have been changes in personnel. We discontinued using Food Services, although we still use their food purchasing plan. Our next move is in the Accounting Department, as Margaret is joining her husband, John, in London. We will all miss her as she has contributed, not only in the books, but has sung for all our Residents, both in the main lounge and the Health Center. She always dresses beautifully for occasions, which adds so much to the lives of all.

A security man has been added, and I understand he is more than willing to help and is well-liked by the Residents.

The Committee on Admissions reports 17 interviews of which 10 single women and one couple have become Residents. We had 10 deaths.

One fire was reported; this was, luckily, not too serious, but has made us more careful and more demanding that people must leave their rooms when the alarm rings.

This is really the end of me and my gavel being inseparable. Three years have passed. There is not time to look back. I have made many friends among you and I hope have not angered you too often. I feel I know all of you better and look forward to times ahead of still working with you.

Naturally I have not worked alone. I thank the Trustees, the Board of Directors, the Residents, and Mr. Stevens and his staff for all the support they have given me.

You, look ahead--we know where we've been and we know where we are. But plan now where we want to be 10, 15 or 126 years from now.

Respectfully submitted,

*Alice T. Sherman*

ALICE T. SHERMAN

PRESIDENT'S REPORT

CECIL O. WEST

1979

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Last year there were three resignations from the Board of Trustees, Harry Baker, Mrs. Lawrence Metcalf and Mr. William Pflueger. These have been filled by Mr. Stuart Morshead, Mr. Douglas Moore and Mifton.

This year the Board of Trustees, together with members of the Board of Governors, had much discussion regarding the advisability of selling our flats at 1336-38 Francisco Street, or as an alternative, remodelling them for use in The Heritage operation.

I have concluded that we should leave the flats as they are and consider the existing Heritage buildings to provide necessary additional space. An architect has been employed to prepare a feasibility study in this regard.

Earlier we received an offer to buy our property in Reno, Nevada, which was a long term lease to Lerner Shops. After considerable study it was decided that this asset should be retained in view of the fact that there is a potential for appreciation in value at the end or earlier termination of the lease with Lerner Shops.

At the time you last year I emphasized the need to increase our income from Tuition and Monthly Care fees in order to keep up with inflation. Mr. Eric Stevens, Director, and I am working with the Admissions Committee in this area to determine our needs, and I wish to thank him for his assistance.

The Admissions Director, Mr. Roger Stevens, and his staff, are to be commended for their work in maintaining our budget in these times of spiraling costs.

I would like to report that communications between the Board of Directors and the Board of Trustees continues to be most satisfactory.

Very truly yours,

Cecil O. West

ORGANIZATION MEETING  
OF  
BOARD OF TRUSTEES  
OF  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Organization Meeting of the Board of Trustees of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, California, on Tuesday, May 15, 1979, immediately following the adjournment of the Annual Meeting of the Society.

The purpose of the meeting being the election of officers of the Board for the ensuing year, the report of the Nominating Committee was read by the

Motion duly made, seconded, and carried unanimously, the following officers were elected for the ensuing year.

President.....	Cecil O. West
First Vice President.....	George J. Otto
Second Vice President.....	Eric Stanford
Third Vice President.....	Henry W. Howard
Secretary-Treasurer.....	David L. White

EXECUTIVE COMMITTEE

George J. Otto
Cecil O. West
Robert D. Harris
Lemuel H. Matthews
Eric Stanford
Henry W. Howard

DIRECTOR OF REAL ESTATE

INSURANCE CONSULTANT

INVESTMENT COMMITTEE

George J. Otto
Cecil O. West
Robert D. Harris
Steward W. Morshead
Eric Stanford
Douglas G. Moore

David L. White

Cecil O. West

For business appearing, upon motion duly passed, the meeting was declared adjourned.

Respectfully submitted,

*David L. White*  
David L. White  
Secretary-Treasurer

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, THURSDAY, MAY 4, 1978

The meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on May 4, 1978. All members of the Board of Trustees were present: Mrs. Metcalf, Mr. Harris, Otto, Pflueger, Stanford, West and White. The following members of the Board of Directors were present: Misses Balcom and Bridge; Messrs. Finley, Gallatin, Howard, Lampen, Logan, McDaniel, Moffitt, Pinkham, Pope, Porter, Scott, Sherman, Sutro and Vermilyea.

The meeting was called to order by Trustee President, Cecil O. West, quorum present, at 2:30 p.m. Before proceeding with the regular business of the meeting, President West introduced and welcomed the following guests: Mr. Johnson and Mr. Roy Nordman of Coopers and Lybrand, our auditors, Mr. Peter Stevens, our new Administrator.

Upon motion duly passed, it was ordered to dispense with the reading of the minutes of the 1977 Annual Meeting, and that we accept the minutes as recorded in the minute book.

President West called upon Trustee, Mr. Eric Stanford, to review the highlights of the financial condition of the Society, and Mr. Stanford made appropriate comments from the annual audit, summarizing that the affairs of the Society are in good condition, despite the constant necessity of funding a larger budget as a result of inflationary factors.

Mr. Otto, as Chairman of the Investment Committee, made appropriate comments concerning the Society's various investments.

Mr. Howard presented to the members a summary of the review of the Society's Life Care Contract. Mr. Howard's committee had recommended the following changes:

A declaration of policy on non-discrimination concerning admissions.  
A technical change that the Society not be obligated to furnish any medical services deemed unlawful.  
A change in insurance coverage carried by residents for a revision of Article 6, with reference to subsidy claims against estates of deceased residents.

Motion made by Miss Bridge, seconded and unanimously passed, the above changes were approved, subject to submission and approval of the Society's Board of Directors and California State Department of Health.

Mr. S. Sherman, President of the Board of Directors, presented her report of the year's activities, a copy of which is appended hereto.

President of the Society, Mr. West, presented the Annual Report on behalf of the Board of Trustees, a copy of which is appended hereto.

Mr. West introduced new Board member, Mrs. Peter Avenali.

Motion duly made, seconded and carried, all of the acts of the officers and Board of Directors and Trustees during the past year were approved.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, Thursday, May 5, 1977

Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 5, 1977. The following members of the Board of Trustees were present: Messrs. Howard, Matthews, Moore, Otto, Pflueger, Stanford, and White. The following members of the Board of Directors were present: Misses Balcom and Bridge; Mesdames Abbott, Cox, Evers, Finley, Gallatin, Lampen, McDaniel, Pope, Porter, Scott, and also present was Mr. James N. Mann, Administrator.

The meeting was called to order by Trustee President, George J. Otto, who was present, at 1:30 P.M.

General consent, the reading of the May 6, 1976 Annual Meeting minutes was dispensed with.

President Otto delivered the Annual Report of the Board of Trustees concerning the status of the investment portfolio. Following his report, the members voted to extend thanks to Mr. Otto for his three years of dedicated service as President of the Board.

It was called upon the Treasurer to provide the annual report of the financial resources of the Society. The annual report of Coopers and Lybrand was available, and the Treasurer requested Trustee Stanford to read this annual report. Mr. Stanford explained that whereas the current cash flow is \$200,000.00, the amount set aside as reserve for future obligations under the life care contracts exceeded \$500,000.00. Additionally, the operating cost increased approximately 11%, and the rate of inflation increased by 7%. President Otto stated that in view of the projected long-range financial requirements, Ernst and Ernst had been engaged to make an over-all study of The Heritage operation. This report will be available for review by the Directors and Trustees within approximately thirty days.

On motion of President Otto, Mrs. Robert S. Sherman, President of the Board of Directors, reported on the year's events.

Motion carried, seconded, and carried to accept all reports as presented. Motion carried, seconded, and carried, all of the acts of the Presidents of the Boards of Directors and Trustees during the past year were approved and confirmed.

Chairman of the Nominating Committee presented the slate of candidates for the Board of Trustees for the year 1977-1978 as follows:

Harry L. Baker  
Robert D. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Joseph A. Moore, Jr.

George J. Otto  
William Pflueger  
Eric Stanford  
Cecil O. West  
David L. White



sions were called from the floor. There being none, the  
sions were closed. It was moved, seconded, and carried that  
foregoing be appointed Trustees for the ensuing year and until  
successors are elected and qualified.

Chairman of the Nominating Committee of the Board of Directors  
and the slate of Directors for the period 1977-1980 as follows:

Mrs. A. Barlow Ferguson	Mrs. David Pinkham
Mrs. Knox N. Finley	Mrs. Benson Roe
Mrs. L. D. Howard	Mrs. Norman Scott
Mrs. A. M. D. Lampen	Mrs. Robert J. Wert

sions were called from the floor. There being none, the nomina-  
tions were closed. It was moved, seconded, and carried unanimously  
that the foregoing be appointed Directors for the period 1977-1980  
until their successors are elected and qualified.

All other business of this meeting being completed, a motion was  
seconded, and carried to adjourn the meeting at 2:40 P.M.

Respectfully submitted,

*David L. White*

David L. White  
Secretary-Treasurer

ANNUAL MEETING

FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 6, 1976

Meeting of the members of the San Francisco Ladies' Protection Society was held at the Home, 3400 Laguna Street, San Francisco, on Thursday, May 6, 1976, at 2:00 P.M. The following members of Directors were present: Misses Balcom and Bridge; Mesdames Ferguson, Gallatin, Lampen, Lindsay, McDaniel, Metcalf, Hinham, Pope, Porter, Scott and Sherman. The following members of Trustees were present: Messrs. Baker, Harris, Howard, Moore, Stanford, West and White. Also present was Mr. James N. Administrator.

It was announced that the meeting had been called in accordance with the By-Laws of the Society and that a quorum of the members being present, by the By-Laws, the meeting was in order and competent to act.

It was called to order and presided over by the President of the Trustees, Mr. George J. Otto. The Secretary read the minutes of Meeting held May 8, 1975. Upon a motion duly made, seconded and the adoption of these minutes was unanimous.

Mr. Otto gave a brief report pointing out the substantial increase in the Society's investment portfolio in view of the improvement in market of the past year. Additionally, he pointed out that income was up and that the average return was approximately six percent. He cautioned that this will be less for 1976 because we had the end of 1975 of some unusually high returns on short-term money investments. He touched on the income and expense results for the year and stated that while expenses were within budget there is serious danger that costs will increase. Mr. Otto mentioned that during 1975, apartments were created in space that had not been used previously, which made possible \$120,000 in entrance fees and annual income. Another expansion was the Chinese food program, providing a public service to the community; this program was from \$29,748 in 1974 to \$46,463 in 1975. Mr. Otto pointed out that area of public service is very important to our operations and that progress was made during the year. He then called attention to contributions to the Society, which is an area where it should be made.

The financial Report as prepared by Coopers and Lybrand were distributed by the Treasurer was delivered by Trustee Eric Stanford. Copies of the Report as prepared by Coopers and Lybrand were distributed to all members. Mr. Stanford stated that from a financial standpoint the year was a successful one. Although there was a deficit of approximately \$3,000, this was the result of a substantial adjustment in the Health Center. Had it not been for this adjustment the net amount continuing care would have been approximately \$164,000 as compared with \$96,000 for the previous year. Mr. Stanford pointed out that income from private sources was \$67,500 last year. He recommended that we investigate the possibility of this income being considered as a source of income rather than ordinary income, which would help our



that standpoint. Mr. Stanford mentioned that the average for 1975 was 107 residents, whereas it had been 111 in the year before. With income being critical, it is important that every effort be made to keep the occupancy at maximum levels. Mr. Stanford suggested that the quarterly reports on the stock portfolio as well as Wells Fargo Bank and currently distributed to members of the Nominating Committee be made available to all Trustees. This suggestion will be carried out.

A comprehensive report was delivered by the President of the Board of Directors, Mrs. A. Barlow Ferguson, a copy of which is attached to this report.

It was duly made, seconded and passed, the foregoing reports were

Approved by the Nominating Committee of the Board of Trustees, Mr. Otto, presented the following nominations for election to the Board of Trustees for the ensuing year: Messrs. Baker, Harris, Howard, Moore, Jr., Otto, Pflueger, Stanford, White and West. Upon a motion made and passed, these nominations were approved and the same selected.

It was reported to the members of the Society that Trustee Jack S. Logan requested that his name not be placed in nomination for reelection for the office of Trustee. Mr. Otto then advised the members that Mr. Logan's request was accepted with deep regret, and he suggested that it would be appropriate for the Society to pass a resolution commanding and thanking Mr. Logan for his many years of able and effective service to the Society. It was duly passed and approved, it was so ordered.

Approved by the Nominating Committee of the Board of Directors, Mrs. Otto, placed in nomination a slate of the following names for election to the Board of Directors: Miss Bridge; Mesdames Cox, Metcalf, Nishkian, Pope and St. John. A motion closing nominations was made and thereafter these candidates were unanimously elected.

It was made and carried unanimously to approve all of the acts of the Board of Directors and the Board of Trustees in the past year.

It was duly made and approved to have the new officers of both the Board of Directors and Trustees execute the customary bank signature cards.

None.

At the Annual Meeting for 1975, it was suggested that consideration should be given to combining the Boards of Directors and Trustees for a more efficient function. Mr. Otto reported that this subject had been discussed by the Board of Trustees felt there were advantages in maintaining the present relationship between the two Boards over a period of many years. He stated that the Trustees had been meeting the necessity for a close relationship between the two Boards during the past years the Board of Directors had received advance notices of the Trustees' meetings with invitations to attend, which had been issued. This seemed to work out well, and Mr. Otto assured the

Directors that they are welcome at all times to discuss matters, otherwise, on which they desire advice and counsel. Following discussion, it was concluded to drop the question of a combined

No further business upon motion, the meeting was declared  
3:15 P.M.

Respectfully submitted,



David L. White  
Acting Secretary

ANNUAL MEETING

FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
May 8, 1975

Meeting of the members of the San Francisco Ladies' Protection Society was held at the Home, 3400 Laguna Street, San Francisco, on Thursday, May 8, 1975 at 1:45 P.M. The following members of directors were present: Misses Balcom and Bridge, Mesdames Cox, Donlon, Evers, Ferguson, Gallatin, Lampen, Logan, Nishkian, Noble, Pinkham, Porter, Schilling and Sherman. Members of the Board of Trustees were present: Messrs. Howard, Logan, Moore, Jr., Otto, Stanford and West. Also Mr. Thomas M. Jenkins of the law firm of Hansen, Bridgett, Jenkins and Mr. James N. Mann, Administrator.

It announced that the meeting had been called in accordance with the By-Laws of the Society and that a quorum of the members being required by the By-Laws, the meeting was in order and compe-

was called to order and presided over by the President of the Trustees, Mr. George J. Otto. Mr. Otto introduced our guest, Mr. Thomas M. Jenkins. Mr. Jenkins presented a detailed report of conflict of interest. Following a question and answer period, Otto extended his thanks to Mr. Jenkins and he was excused from the meeting.

It was passed, it was resolved that the minutes of the Annual Meeting of the San Francisco Ladies' Protection Society, May 8, 1974 be accepted as written in the minute book.

It was voted upon Mr. West to present his report on current insurance coverage. A copy of this report is attached to these minutes. Miss Otto moved that the Board of Trustees be given full authority with regard to all insurance coverage.

It was voted upon Mr. Stanford to present his Annual Report, a copy of which is attached to these minutes.

In the absence of Mr. Stanford, Mr. Otto presented the Treasurer's Report, which is attached to these minutes.

It was voted upon Mrs. A. Barlow Ferguson, President of the Board of Trustees to present her Annual Report. A copy is attached to these minutes.

It was voted, seconded and carried to accept the above reports as duly made.

It was voted, seconded and carried to approve all actions taken by the Trustees and the Board of Directors during the past year.

It was voted, seconded and carried to present the recommendations of the Nominating Committee of the Board of Trustees as follows: Nominees for the Board of Trustees are Baker, Harris, Howard, Logan, Matthews, Moore, Otto, Stanford, West and White.

is made, seconded and carried that the nominations be closed  
the nominees as presented be elected. It was then directed  
allots be cast for the Trustees so elected.

In case of Mrs. Scott, Chairman of the Nominating Committee of  
Directors, Mrs. Noble presented her report as follows:

members of the Board of Directors for the period 1975-1978  
are: Miss Balcom, Mesdames Abbott, Clark, Donlon, Evers,  
Hilliard, Noble, Richards, Sherman and Wilcox.

is made, seconded and carried that the nominations as presented  
be submitted and that the nominees be elected to the Board.

then called for a motion with regard to bank signature cards.  
is duly made, seconded and carried that said bank signature  
resolutions be adopted after respective organization  
selections of new officers of both Boards.

called attention to a change in the By-Laws in Article VI,  
§ wherein the Board of Directors will now be a rotating  
tee, three year terms. Also in Section 8, Committees, two  
have been dropped from the By-Laws - the Medical Committee  
and Personnel Committee. The committees listed in the By-Laws will  
be Admissions Committee, Nominating Committee and the Executive  
Committee. Under the Executive Committee, the mention of the Medical and  
Personnel Committees will be dropped and an addition of the following  
"The President may appoint two or more members at large."  
Special Needs Cases - will be left in the By-Laws as is  
done with instructions from Mr. Thomas Jenkins.

is made, seconded and carried that the By-Law changes as  
approved as submitted.

Reported that Mr. White made a motion at last year's meeting  
that a committee be appointed to study the feasibility of one Board. Has  
this committee been appointed, and if so, what progress has been made? Mr.  
White said that the matter has been discussed informally, but that it  
will not be decided in the immediate future.

None.

business of this meeting being completed, a motion was made,  
carried that the meeting be adjourned.

Respectfully submitted,

Robert D. Harris  
Acting Secretary

THE FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, May 3, 1973

The meeting of the Board of Directors of the Ladies Protection Society was held at 4:10 P.M. at 3400 Laguna Street, San Francisco on May 3, 1973. Mrs. Byron Nishkian, President,

of the previous Annual Meeting were dispensed with.

The Nominating Committee presented the slate of officers of the Board for the year 1973-1974:

Byron Nishkian, President

A. Barlow Ferguson, First Vice President

Clive G. Balcom, Second Vice President

Henry W. Howard, Corresponding Secretary

Robert S. Sherman, Treasurer

Walter Schilling, Assistant Treasurer

George Lindsay, Recording Secretary

Morris Noble, Assistant Recording Secretary

It was moved and carried to ask for nominations from the floor. There were none.

It was moved, and it was seconded to cast a unanimous ballot for the officers as presented. The Secretary cast the ballot as follows:

It was called for the approval of the following resolution:  
That the Commercial and Savings Accounts with WELLS FARGO and CROCKER NATIONAL BANK be continued in accordance with the instructions contained in the bank signature cards, which were duly signed and filed, and the automated payroll account at the BANK OF America Branch, San Francisco.

It was moved and carried to approve the resolution so stated.

It was asked that all committees of the Board remain the same until the President returns from a trip abroad. It was moved, seconded, and carried.

Expressing appreciation for the work of Mrs. Nishkian was made, and carried.

The meeting was adjourned.

*David L. White*  
David L. White  
Secretary

FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING MAY 4, 1972

Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on May 4, 1972.

was called to order and presided over by the President, Mr. Jack S. Logan, who introduced the members of the Board of Directors and guests. Mr. Henry Howard, Mr. Robert Brian Hansen and Mr. Russ Jones of Lybrand, Ross & Montgomery, our auditors, and Mr. Tom Jenkins, James A. Administrator, to the audience.

It was announced that the meeting had been called in accordance with the By-Laws of the Society and that a quorum of the members being present, as required by the By-Laws, the meeting was in order to act.

It was moved, it was resolved that the minutes of the meeting of May 6, 1971, be accepted as written in the minute book.

Minookian, President of the Board of Directors, read her report for the year in which is appended hereto.

ward reported to those present on efforts taken to avert tax on The Heritage as a private foundation. Mr. Henry Howard suggested that due to the Tax Reform Act of 1969, there are problems which involve The Heritage as a private foundation. There is a tax on all investment income, and a penalty tax if the tax is not met. The Society must either accept the status or seek outside support. There is legislation proposed by Senator Alott of Colorado which would make all aged and orphanages exempt from the Tax Reform Act. There is a chance that the bill may be passed during this legislative session. Mr. Minookian urged Board members to continue to urge congressmen in support of this bill. Mr. Minookian suggested that the society become more involved in public service activities and possibly solicit funds from outside organizations and the public. If 10% of our income came from outside sources we would not be classed as a private foundation.

Report: The Society has over 6 million in assets. Assets worth \$4,359,000. with an income of \$202,500. Mr. Minookian suggested that changes take place to increase the efficiency of the organization. He suggested the assets of the Society be used, that both Boards work harder at communicating so that both Boards can be met. The Society must enlist all experienced executives can be met. The Admissions Committee must make changes in their policies so allow The Heritage Presidents that can pay a larger portion of their cost.

Report: The report on the examination of financial statement and supplemental data published by Lybrand, Ross & Montgomery



by Brian Hanson. A copy is attached to these minutes. It stated that most of the operating capital for The Heritage rests rather than from residents. In 1971 we received \$300,000. from bequests. Admission policies must be reviewed by the Society to bring in people with money. Health care costs are too high. The Health Center budget must be examined and trimmed where ever possible.

Jenkins: Mr. Jenkins feels that there is a long range problem with regard to the IRS ruling. Most all retirement homes with regard to the IRS ruling, have special needs and cannot be taxed or they have the needs of their residents. There are still many problems with the rewriting of the life care contracts.

Minutes were read for both the board of Directors and the

then adjourned.

Laurie L. White

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, May 6, 1971

Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, on Thursday, May 6, 1971 at 2:00 o'clock P.M.

Called to order and presided over by the President of the Society, Mrs. Jack S. Logan, who introduced the members of the Society and guests, Messrs. Jenkins, our counsel, Mr. Feldman of Lybrand, Ross Bros. and Montgomery, and Mr. Ferren, Administrator, to the audience.

Announced that the meeting had been called in accordance with the By-Laws of the Society and that a quorum of the members being required by the By-Laws, the meeting was in order and regular.

Passed, it was resolved that the minutes of the annual meeting of May 11, 1970 be accepted as written in the minute book.

Then welcomed all the members of the Society present.

Resident of the Board of Directors, read her report for the year (read hereto) in which she commended Mrs. Bell, Administrator, for the job well done for the past four and one-half years. She stated what a great challenge it was for Mr. Ferren, Administrator, to be the first male Administrator of The

Report covered the following subjects briefly:

Annual C.P.A.'s report stating our cost of operation was below many that operate similar to us. There is a rise in cost of salaries and food and there has been a rise in retirement homes. Our per capita cost is reasonably low for the type of service we give.

It stated our projected budget for 1971 was increased over the 1970 budget. The Board of Trustees will have to draw on assets to cover this deficit. He also worked closely with Mr. Feldman of Lybrand, Ross Bros. on the impact of the 1969 Tax Reform Act.

Introduced Mr. Thomas Jenkins of Hanson, Bridgett, Jenkins, our counsel, to explain the impact of the Tax Reform Act. Mr. Jenkins gave a brief background of our C.P.A. organization and explained the basic assumption that money of the Society was used for what it was intended for, i.e., the Society was not in business to secure more money except for the subsidy of residents. Mr. Jenkins tried to retain our 501 C 3 status.

Introduced Mr. Ray Norman, Lybrand, Ross Bros., our C.P.A.'s Mr. Norman presented our 1971 financials.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY  
ANNUAL MEETING, May 6, 1971

Annual Meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home, 3400 Laguna Street, San Francisco, California, on Thursday, May 6, 1971 at 2:00 o'clock P.M.

The meeting was called to order and presided over by the President of the Society, Mr. Jack S. Logan, who introduced the members of the Board of Directors and guests, Messrs. Jenkins, our counsel, Mr. Jones and Mrs. Feldman of Lybrand, Ross Bros. and Montgomery,itors, and Mr. Ferren, Administrator, to the audience.

The President announced that the meeting had been called in accordance with the By-Laws of the Society and that a quorum of the members being present, as required by the By-Laws, the meeting was in order and entitled to act.

Upon motion duly passed, it was resolved that the minutes of the annual meeting of May 21, 1970 be accepted as written in the minute book.

The President then welcomed all the members of the Society present.

Mrs. McAlpin, President of the Board of Directors, read her report for the year (appended hereto) in which she commended Mrs. Bell, Administrator, for a job well done for the past four and one-half years. The President then stated what a great challenge it was for Mr. Ferren, the new Administrator, to be the first male Administrator of The Home.

The President's report covered the following subjects briefly:

She reviewed the annual C.P.A.'s report stating our cost of operating the Home was below many that operate similar to us. She stated that there is a rise in cost of salaries and food and that overall cost has risen in retirement homes. Our per capita giving cost was reasonably low for the type of service we give.

The President stated our projected budget for 1971 was increased \$100.00 over the 1970 budget. The Board of Trustees will have to balance the income on assets to cover this deficit. He also stated he had worked closely with Mr. Feldman of Lybrand, Ross Bros. and Montgomery on the impact of the 1969 Tax Reform Act.

The President introduced Mr. Thomas Jenkins of Hanson, Bridgett, and Jenkins, our counsel, to explain the impact of the 1969 Tax Reform Act. Mr. Jenkins gave a brief background of our status as a 501 C 3 organization and explained the basic assumption was that the money of the Society was used for what it was intended for and the Society was not in business to accrue more types of income except for the subsidy of Residents. Mr. Jenkins stated ways to retain our 501 C 3 status.

The President introduced Mr. Ray Nordman, Lybrand, Ross Bros. and Montgomery, our C.P.A.'s. Mr. Nordman reviewed the 1970 financial

prepared by his firm and answered questions from the floor. explained the 1969 Tax Reform Act and said we should spend on improvements instead of saving as our first tax due at 4%, then 15% if we spend money, then 100% tax after one year that might force the Society to dissolve. Mr. Nordman gave the options on status other than 501 C 3.

Treasurer of the Board of Directors, Mrs. Sherman, read her which stated the 1971 budget was up \$80,000 above 1970. Society was unexpended over \$20,000 for 1970 and hoped to hold budget down as much as possible. Mrs. Sherman reported residents, with cost of care for Infirmary patients at over per month.

White, Treasurer of the Board of Trustees, offered the motion that the Society should acquaint our elected representation in Congress with the seriousness of the predicament in we would find ourselves as a result of possible reclassification as a private foundation and a resultant loss of tax benefits. It was apparently not the objective of the 1969 Tax Reform to work a hardship on bona fide non-profit charitable organizations; it would be reasonable that the legislation should be so to permit a society such as ours to continue to provide valuable services without public subsidy.

Motion duly made, seconded and carried, the reports of the officers were accepted and spread upon these minutes.

Motion duly made, seconded and carried, it was:

That the minutes of the meetings of the Board of Directors of corporation during the past calendar year be, and they hereby do all respects approved; and that the resolutions therein set forth, and they hereby are severally adopted, approved, ratified and confirmed; and that all actions of every kind taken by any director or officers of the corporation pursuant to any such resolution and authorization, be and it is authorized, adopted, ratified and confirmed.

President announced that nominations to the newly formed Board of Trustees were in order, and the following persons were nominated to serve on said Board for the ensuing year:

Mark S. Logan  
Neil O. West  
George J. Otto  
William Pflueger  
Albert Harris

Joseph A. Moore, Jr.  
David L. White  
Harold G. Kind  
Lemuel H. Matthews  
Harry L. Baher

Motion duly passed the nominations were declared closed and Secretary was ordered to cast an unanimous ballot of the members for each of the candidates in nomination.

President declared that the nine persons nominated had been proposed by the selected Trustees of this Corporation, to serve for the ensuing

until the election of their successors.

President stated that the nominations to the newly named Board of Directors were now in order, whereupon on motion duly made and carried, the following twenty-five persons were nominated to serve on the Board of Directors, for staggered terms of office as provided in the 1969 Amended By-Laws by Mrs. William H. Nigh, Jr.,

1972 (eligible for election to 1972-1975 term)

Mr. Bailey, Jr.	Mrs. David Houston
Mr. Dayton Clark	Mrs. John T. Stephenson
Mr. Harold Craig	Mrs. Robert Sherman
Mr. Dave Balcom	

1973 (eligible for election to 1973-1976 term)

Mr. Alan Bridge	Mrs. Austin Morris
Mr. Jim Parr Cox	Mrs. William Nigh, Jr.
Mr. Ernest L. Gunther	Mrs. Byron Nishkian
Mr. Harry W. Howard	Mrs. P. Rettenmayer
Mr. Lawrence Metcalf	Mrs. Walter Schilling

1974 (not eligible for re-election)

Mr. Bowes	Mrs. Charles Noble
Mr. Jim Bruck	Mrs. C. B. Porter
Mr. G. DeKay	Mrs. Norman Scott
Mr. Bob Logan	Mrs. Barlow Ferguson

Upon duly passed the nominations were declared closed and the Secretary was ordered to cast an unanimous ballot of the members present for each of the candidates in nomination.

President declared that the twenty-five persons nominated had been properly elected to the newly named Board of Directors of this Association, to serve for their individually specified terms of office until the election of their successors.

Having no further business presented, the meeting, upon motion made, seconded and carried, was declared adjourned at 3:30 P.M.

*D.W. White*  
David L. White  
Secretary

of the Nominating Committee presented the slate of nominations of Trustees for the year 1972-1973 as follows:

Charles Delinur	George J. Fife
Robert W. Harris	William Hollingshead
Henry V. Howard	John Scammon
Jessie L. Matthews	Albert L. White
Mr. Lawrence J. McDonald	Leslie J. West

be called for from the floor. There being none, the nominations It was moved, seconded and carried that the foregoing be approved for the ensuing year or until their successors are elected.

of the Nominating Committee of the Board of Directors presented Minutes for the period 1971-1972 as follows:

Shott, III	Mrs. Walter Ballantine	Mrs. John A. Pope
Avall	Mrs. L. D. Howard	Mrs. L. S. Porter
G. Belon	Mrs. A. M. J. Lappan	Mrs. Dennis Roe
H. Bridge	Mrs. Jack E. Logan	Mrs. Norman Scott
Mr. Cox	Mrs. David J. McDaniel	Mrs. Robert E. Sherman
R. Donlin	Mrs. Allen Morrison	Mrs. Lester Sutton
Dens	Mrs. Herbert Ward --	Mrs. Robert Tammela
Low Ferguson	Mrs. Evelyn Johnson	Mrs. Robert Ward
L. Finley	Mrs. David J. Pritchard	

it, having served six years on the Board, stated that she desired off of the Board of Directors.

be called for from the floor. There being none, the nominations It was moved, seconded and carried unanimously that the foregoing Directors for the period 1972 - 1973 or until their successors qualified.

ade by Miss Helen Bridge, and it was duly passed to amend the sentence with the exhibit attached.

After business of this meeting being completed, a motion was and carried to adjourn the meeting at 3:00 p.m.

Respectfully submitted,

*Leslie J. West*

Leslie J. West  
Secretary/Treasurer

President, Board of Directors  
Mrs. Robert S. Sherman  
1978

This, our 113th year, we have viewed many changes in the lives of the Residents and the Staff. Now at page.

Mr. Mann submitted his resignation. This was a very, very concentrated and active search placement. The committee was under the excellent leadership of Mrs. Evans. The committee worked long and hard. They reviewed many applications, sorting and interviewing interviewees until they found the right person. Their choice led them to our new Administrator, Roger Stevens.

He took on his new appointment the middle of February, full of life and enthusiasm. He just left Nancy Butler, our Administrative Assistant, & Jamie would want no longer to join his group. So, Ruth McFarland, who had been working on the kitchen, quickly took over Nancy's job and has made a place in her heart for all, as we have for him.

The food program. Food Dimensions was hired on basis'. This has been a slow adjustment. New for the kitchen was ordered, and now all the food is in one place and taken to the Health Center & its' rooms, as needed.

Activities program has changed. The Residents participating in the planning of their programs, bus trips, and even a new in the 'Food program'. This time and we want them to enjoy it.

Great increase in costs and an excellent Finance by his side. Mr. Stevens is making every effort to where we stand and stay within the budget.

Viewing ourselves as Board Members. Mrs. McDaniel is going over each committee with its chairman. This will be most useful in determining which committees and which committees we can do without, plus a "Policy Group", staying out of Administration.

The Food Program is still very much in action, with meals a day, prepared in our kitchen and taken to Chinatown. Last week we visited one, one of the places where we deliver food. We will be able to use more if we get the staff to increase.

At this time, I wish to thank Mr. West, the Trustees, the Board of Directors, Residents, and Staff for their help, support and suggestions during this year.

Our 125th year was celebrated on May 1st in the best way ever. Thanks to Mrs. Nishkian and everyone--Residents, Staff and Board that were involved. It was a wonderful time to be the President of this wonderful home, "The Heritage".

PRESIDENT'S REPORT

Cecil O. West  
1978

In my report to you there is essentially one thing I want to talk about.

At the last annual meeting you were informed that Ernst & Ernst had been retained to make a study of the operations of The Heritage. This study was completed in August of 1977 and apart from one very important area, I am pleased to report that the study disclosed that our operations are being conducted in an efficient and satisfactory manner. The area in question relates to our income from Accommodation and Monthly Care fees. The Ernst & Ernst analysis discloses that the ratio of this revenue, compared to total operating revenue and to overall operating costs, has steadily decreased. The percentage of Accommodation plus Monthly Care fees to operating costs decreased from 56% in 1974 to 54.8% in 1975 and 48.9% in 1976. Unless we increase such revenues, they will continue to lag further and further behind operating revenues and related costs.

We have not been unaware of this situation, but the Ernst & Ernst study emphasizes that we must take some immediate and positive steps to correct the situation. Without increases in revenues from our residents sufficient to cover rising costs, the future operating capabilities of The Heritage will be diminished. This subject has been thoroughly discussed with the Board of Directors and corrective action is being taken.

I believe that our new Administrator, Mr. Roger Stevens, and his staff are doing a good job in the conduct of our operations.

I am pleased to report that communication between the Board of Directors and Board of Trustees is most satisfactory and the Trustees wish to commend Mrs. Sherman and her Board for the fine job they have done during the past year. I want to particularly compliment them for the 125th Anniversary Party.

We were extremely sorry to have to accept the resignation of Mr. Joseph A. Moore from the Board of Trustees after more than 30 years of service, and we are pleased to welcome Mrs. Lawrence Metcalf and Mr. Charles deLimur as new Trustees.

May 4, 1978

ELECTION OF BOARD OF TRUSTEES

NOMINATIONS

TRUSTEES

Harry L. Baker  
Charles deLimur  
Robert W. Harris  
Henry W. Howard  
Lemuel H. Matthews  
Mrs. Lawrence J. Metcalf  
George J. Otto  
William Pflueger  
Eric Stanford  
David L. White  
Cecil O. West

Respectfully submitted,

David L. White  
Chairman, Nominating Committee

May 4, 1978

RECOMMENDATION OF NOMINATING COMMITTEE  
BOARD OF TRUSTEES  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The following is recommended for consideration at the Organization Meeting of the Board of Trustees to be held on Thursday, May 4, 1978 at 3400 Laguna Street, San Francisco, for the next ensuing year:

OFFICERS:

President.....Cecil O. West  
First Vice President.Robert D. Harris  
Second Vice President...Eric Stanford  
Third Vice President...George J. Otto  
Secretary-Treasurer....David L. White

EXECUTIVE COMMITTEE

George J. Otto  
Cecil O. West  
Robert D. Harris  
Lemuel H. Matthews  
Harry L. Baker  
Eric Stanford

INVESTMENT COMMITTEE

George J. Otto  
Cecil O. West  
Robert D. Harris  
William Pflueger  
Eric Stanford

DIRECTOR OF REAL ESTATE - David L. White

INSURANCE CONSULTANT - Cecil O. West

Respectfully submitted,  
Nominating Committee  
By David L. White, Chairman  
David L. White, Chairman

**ADVISORY COUNCIL 1997 - 1998**

NAME	ADDRESS	PHONE
Mrs. Richard J. Bates <i>Pres 1971-74 1982-84</i>	1250 Jones St.#801 San Francisco, CA 94109	922-4121 435-0676
Mrs. A. Barlow Ferguson <i>1975-76 7-8071</i>	2006 Washington Street San Francisco, CA 94109	771-3415
Mrs. Charles E. Hall <b>VICE CHAIRMAN</b> <i>1981</i>	389 Roosevelt Way San Francisco, CA 94114	863-4009
Mrs. Frank de Milt Hill <i>1989</i>	16 Commonwealth Avenue San Francisco, CA 94118	387-1669
Mrs. A.M.D. Lampen - <i>1977</i>	2930 Jackson Street San Francisco, CA 94115	346-4673
Mrs. Richard Leonards <i>1981-90 1983</i>	27 Peninsula Road Belvedere, CA 94920	435-9738
Mrs. Charles F. MacLellan <i>1990</i>	1661 Pine Street, Apt. 713 San Francisco, CA 94109-4524	771-1172
Mrs. David McDaniel <b>CHAIRMAN - Pre 1980-81</b> <i>1978</i>	1250 Jones Street San Francisco, CA 94109	776-1451
Mrs. Byron Nishkian <i>1972-74 ? 1970</i>	65 St. Germain San Francisco, CA 94114	664-6560
Mrs. David J. Pinkham <i>1978-79 1977</i>	550 El Camino Del Mar San Francisco, CA 94121	751-8954
Mrs. William T. Waste <i>1990</i>	2288 Broadway, Apt. 6 San Francisco, CA 94115	921-2288

Rev. October 23, 1997

# *The Heritage*

3400 Laguna Street  
San Francisco, CA 94123  
(415) 202-0300  
Fax: (415) 292-7080

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## FAX TRANSMISSION COVER SHEET

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**Date:** May 6, 1997  
**To:** Andrew W. Edwards  
**Fax:** 772-0459  
**Re:** Information you requested  
**Sender:** Kaye Moore

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**YOU SHOULD RECEIVE 1 PAGE(S), INCLUDING THIS COVER SHEET. IF  
YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL (415) 202-0300.**

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Gayle spoke with Mr. White who told her that he thinks it premature and inappropriate to discuss his application to The Heritage at this time.

Dr. Sams joined the Board 5/86 - served as 1st Vice-President (& therefore on the Ex. Cmte) from 1993-present. Chaired Pension Plan Committee beginning 1996.

Mr. White joined the Board 3/49  
1961 Co-director of Real Estate with B. Cornwall.  
May, 1962: 3rd Vice President and Director of Real Estate  
1963-64 1st Vice President and Director of Real Estate  
1965 Chairman (Position was called President then)  
1966-1970 records missing  
1971-present Secretary and Director or Co-Director of Real Estate

I have not been given a list of nominees so don't know who, if anyone else is leaving.

**BOARD OF MANAGERS 1995 - 1996**

NAME	ADDRESS	PHONE
Mrs. Peter Avenali (Joan) 5/4/18	1100 Union Street, SF, CA 94109	771-7299
Mrs. Anthony V. Barber (Babs) Treasurer & Trustee 5/5/94	2900 Pacific Avenue, SF, CA 94115	567-2532
Mrs. Kent Barber (Susan) 5/9/96	129 Commonwealth, SF, CA 94118	668-3086
Mrs. Martha Nell Beatty 5/4/95	1709 Broderick Street, SF, CA 94115	h-921-1415 o-398-8330 x24
Mrs. John Boswell (Marilyn) 5/9/99/	2910 Vallejo Street, SF, CA 94123	567-2266
Mrs. Clyde Charlton (Carolee) 7/9/99/	115 Jordan Avenue, SF, CA 94118	752-6760
Mrs. John L. Cooper (Kate) 1st Vice-President & Trustee 5/1/92	2865 Divisadero St., SF, CA 94123	921-2224
Mrs. George Dodge (Emily) 4/30/83	3902 Clay Street, SF, CA 94118	751-7699
Mrs. John Gallagher (Nan) 94	1363 Filbert Street, SF, CA 94109	673-8656
Mrs. Mary Hauser (Molly) 5/4/95	2601 Broadway, SF, CA 94115	931-1777
Mrs. Glenn L. Hickerson (Jane) 94	3225 Jackson Street, SF, CA 94118	474-7720
Mrs. Thomas Kelley (Mary) Asst. Recording Secretary 94	2720 Vallejo Street, SF, CA 94123	563-8415
Mrs. Barry Livingston (Carol) Assistant Treasurer 94	2867 Green Street, SF, CA 94123	567-8611
Mrs. Edward Mc Cormick (Margot) Corresponding Secretary 5/1/92	3041 Scott Street, SF, CA 94123	922-7251
Mrs. Charles F. MacLellan (Beverly)	1170 Sacramento St. #8-C, SF, CA 94108	771-1172
Mrs. Elizabeth S. Mitchum (Puddy) President & Trustee 5/4/96	570 El Camino del Mar, SF, CA 94121	751-0329
Mrs. Frederick Moller, Jr. (Barbie) 2nd Vice-President & Trustee	1054 Chestnut Street, SF, CA 94109	775-6133
Mrs. Piero O. Mustacchi (Dora) 5/84	3344 Laguna Street, SF, CA 94123	346-3440
Miss Rose Fox Noll Recording Secretary 94	1909 Vallejo Street, SF, CA 94123	921-2708
Mrs. Richard A. Olness (Susan) 5/9/91	3333 Jackson Street, SF, CA 94118	922-4261
Mrs. Patricia K. Scott 4/21-74	23 Presidio Avenue, SF, CA 94115	921-8984
Mrs. Justin Smith (Lita) 85	2169 15th Avenue, SF, CA 94116	661-4472
Mrs. Craig A. Stephens (Sara) 85	16 -17th Avenue, SF, CA 94121	751-2199
Mrs. Michael Stone (Ann) 84	3047 Divisadero, SF, CA 94123	346-8360
Mrs. David Tudor (Pam) 85	2961 Sacramento St., SF, CA 94115	563-3191
<b>THE HERITAGE</b>	PHONE: 202-0300 FAX: 292-7080	

Joint Board  
**THE HERITAGE BOARD OF TRUSTEES 1993-1994 ROSTER**

NAME/alternate address	MAILING ADDRESS	PHONE
Mrs. Bruce Baker Trustee/Manager	274 29th Avenue San Francisco, CA 94921	221-8972
Dr. James Bennington 3700 California St. San Francisco, CA 94118	3536 Jackson Street San Francisco, CA 94118	750-6079 (o) 931-5653 (h)
Mr. Robert T. Devlin 3331 Jackson Street San Francisco, CA 94118	Van Strum & Towne 505 Sansome St. Ste 1001 San Francisco, CA 94123	981-3455 563-0393
Mr. Andrew W. Edwards <b>CHAIRMAN</b> CB Commercial Real Estate Group, Inc. 275 Battery Street, Ste. 1300 San Francisco, CA 94111	2863 Green Street San Francisco, CA 94123	772-0255 (o) 922-7455 (h)
Mrs. Norma Garcia-Kennedy McKesson Corporation 1 Post Street San Francisco, CA 94104	1001 Chestnut Street San Francisco, CA 94109	983-8300 (o) 474-4982 (h)
Mr. Henry W. Howard ?	The Stratford, Apt. 1005 601 Laurel Avenue San Mateo, CA 94401	434-1600 (o) 348-0272 (h)
Mrs. Elizabeth S. Mitchum Trustee/Manager	570 El Camino del Mar San Francisco, CA 94121	751-0329
Mrs. Frederick Moller, Jr. Trustee/Manager	1054 Chestnut Street San Francisco, CA 94109	775-6133
Mr. Stuart W. Morshead <b>CHIEF FINANCIAL OFFICER</b>	130 Avenida Barbera Sonoma, CA 95476	(707) 939-0439
Mr. George J. Otto 2701 Pierce Street San Francisco, CA 94123	Kidder, Peabody & Co. 555 Calif. St., 32nd Fl. San Francisco, CA 94104	398-6400 (o) 346-2116 (h)
Mrs. Peter Richards Trustee/Manager	36 Commonwealth Avenue San Francisco, CA 94118	751-7463
Dr. Bruce J. Sams <b>VICE CHAIRMAN</b>	88 Lagoon Road Belvedere, CA 94920	435-5702
Mr. Bruce L. Scollin	Sedgwick James P.O. Box 7601 San Francisco, CA 94120	983-5166
Mr. James T. Wheary 81 Mossbridge Lane Orinda, CA 94563	Price Waterhouse 555 California Street Ste 3600 San Francisco, CA 94104	393-8500 (o) (510) 254-2822 (h)
Mr. David L. White <b>SECRETARY</b>	9 Monte Avenue Piedmont, CA 94611	(510) 654-5554

Memos 1993-1994

*All dates on data base*

March 7, 1949

The regular quarterly meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Monday, March 7, 1949 at 2:15 P.M.

The President, Mr. Cornwall, called the meeting to order.

Present:

Bruce Cornwall  
J. S. Hutchinson

E. V. Krick  
Joseph Moore, Jr.  
Morton R. Gibbons

Absent:

Norman B. Livermore  
Ferard Leicester  
John Cushing

The minutes of the special meeting held on December 20, 1948 were read and approved as recorded.

Upon motion duly made and seconded it was:

RECORDED

March 7, 1949

The regular monthly meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Monday, March 7, 1949 at 2:15 P.M.

The President, Mr. Cornwall, called the meeting to order.

Present:

Bruce Cornwall  
J. S. Hutchinson  
E. V. Krick  
Joseph Moore, Jr.  
Morton R. Gibbons

Absent:

Norman B. Livermore  
Ferard Leicester  
John Cushing  
Board,  
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The minutes of the special meeting held on December 20, 1948 were read and approved as recorded.

Upon motion duly made and seconded it was:

RESOLVED: That the action of the Executive Committee in making the following sales is hereby ratified, approved and confirmed:

Sales

U.S.Treasury Bonds	\$300,000		
2% 1951/49 @ 100.65625		\$301,958.75	
Wisconsin Electric Power Co.			
6 Shares Common at 16-1/8			
Standard Oil Co. of New Jersey		90.43	
3 Shares Common @ 66-3/8			
and 15/200 of Share @ .3592 per 200th			
International Great Northern RR Co.Bonds	193.06		
1st Mortgage 6% 1952	.539		
		3,216.23	

The President reported that in compliance with a letter received from Mrs. Krick, President of the Society, the Executive Committee had agreed to increase the monthly budget allowance for the "Home" from \$3,150.00 to \$3,500.00 as of January 1, 1949, and also to transfer to the "Home" bank account \$5,000.00 to bring their working fund up to a reasonable amount again. Upon motion duly made and seconded this action was approved.

The President further reported that rent was being received from Lerner Shops of Nevada on the property recently purchased and leased to them - the monthly rental of \$1,375.00 being apportioned \$875.00 to income and \$500.00 to reserve.

The President then announced that as this is the meeting of this Board following the annual meeting of the Society, the election of officers is in order.

Upon motion duly made and seconded the following officers were elected for the present year and until their successors are elected and have qualified.

President	Bruce Cornwall						
Vice President	John Cushing						
Secretary	<u>J. H. Hutchinson</u>						
Assistant Secretary	<u>E. V. Krick</u>						
Executive Committee	<table border="0"> <tr> <td>Mr. Bruce Cornwall</td> <td>{</td> <td>Mr. Norman B. Livermore</td> </tr> <tr> <td>Mr. John Cushing</td> <td>{</td> <td>Mr. E. V. Krick</td> </tr> </table>	Mr. Bruce Cornwall	{	Mr. Norman B. Livermore	Mr. John Cushing	{	Mr. E. V. Krick
Mr. Bruce Cornwall	{	Mr. Norman B. Livermore					
Mr. John Cushing	{	Mr. E. V. Krick					

The President referred to the vacancy on this

board, the filling of which has been given much consideration by the members during the past year. He referred to the name of Mr. David L. White, 405 Montgomery Street, San Francisco, whom he and other of the members had discussed becoming a member of this Board and stated that Mr. White is willing to serve if elected. After discussion, upon motion of Dr. Leggins, seconded by Mr. Hutchinson, Mr. David L. White was unanimously elected a member of this Board and the Secretary was requested to inform him of his appointment and invite him to join in the work of the Society.

958.75

No further business appearing, the meeting upon

90.43

motion adjourned.

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The President then announced that as this is the first meeting of this Board following the annual meeting of Society, the election of officers is in order.

Upon motion duly made and seconded the following officers were elected for the present year and until their successors are elected and have qualified.

President	Bruce Cornwall				
Vice President	John Cushing				
Secretary	J. S. Hutchinson				
Treasurer	E. V. Krick				
Attorney	Ferard Leicester				
Executive Committee	<table border="0"> <tr> <td>Bruce Cornwall</td> <td rowspan="3">{</td> </tr> <tr> <td>Norman B. Livermore</td> </tr> <tr> <td>John Cushing</td> </tr> </table>	Bruce Cornwall	{	Norman B. Livermore	John Cushing
Bruce Cornwall	{				
Norman B. Livermore					
John Cushing					
	E. V. Krick				

The President referred to the vacancy on this board, the filling of which has been given much consideration by the members during the past year. He referred to the name of Mr. David L. White, 405 Montgomery Street, San Francisco, with whom he and other of the members had discussed becoming a member of this Board and stated that Mr. White is willing to serve if elected. After discussion, upon motion of Dr. J. S. Hutchinson, seconded by Mr. Hutchinson, Mr. David L. White was unanimously elected a member of this Board and the Secretary was requested to inform him of his appointment and invite him to join in the work of the Society.

No further business appearing, the meeting upon motion adjourned.

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*J. S. Hutchinson*  
Secretary

*Wm. White*

PRESIDENTS OF THE BOARD OF MANAGERS - 1972-1997

1972-74	Mrs. Byron Nishkian
1975-76	Mrs. A. Barlow Ferguson
1976-79	Mrs. Robert S. Sherman
1979-80	Mrs. Knox Finley
1980-81	Mrs. David J. McDaniel
1982-84	Mrs. Robert Reinecke (now Mrs. Richard J. Bates)
1985-86	Mrs. Frank Abbott, III
1987-90	Mrs. Richard Leonards
1990-93	Mrs. Piero O. Mustacchi
1993-95	Mrs. Frederick A. Moller, Jr.
1995-97	Mrs. Elizabeth S. Mitchum
1997	Mrs. Anthony V. Barber

ESTEES - 1955-1960

FRONT

WAIVER OF NOTICE AND CONSENT TO HOLDING  
OF MEETING OF DIRECTORS OF  
INTERIM PROTECTION AND RELIEF SOCIETY

We, the undersigned, being the directors of Interim Protection and Relief Society, a California corporation, and desiring to hold a meeting of the Board of Directors of said corporation for the purpose of completing the organization of its affairs, do hereby waive notice of said meeting and consent to the holding thereof at 464 California Street, San Francisco, California, on the 19<sup>th</sup> day of May, 1955, at 11 o'clock A.M. for the purpose of adopting By-Laws, adopting a form of corporate seal, and transacting such other business as may come before the meeting.

Dated: May 19, 1955.

(Those who were present should sign)

Bradley L. Brown  
John J. Morris  
G. Hutchinson  
Robert D. Raven  
Gerard Leister  
Frank White

The undersigned, Barrett G. Kindes,  
John E. Cushing and Chalness Graham  
do hereby waive notice of a meeting of the Board of  
Directors of Interim Protection and Relief Society held  
May 18, 1955, at 11-00 o'clock a.M., 464  
California Street, San Francisco, California,  
and consent to the holding thereof at the above named  
time and place, and do hereby confirm and ratify the  
acts of said Board at said meeting as set forth in the  
Minutes of meeting immediately preceding this waiver.

Barrett G. Kindes  
John E. Cushing  
Chalness Graham

Directors' Meeting  
Interim Protection and Relief Society

San Francisco, Calif.  
May 18, 1955.  
11:00 o'clock A. M.

All of the Directors were present except Directors Barrett G. Hides, John E. Cushing and Chalmers Graham.

On motion, and by unanimous vote, Bradley B. Brown was elected temporary Chairman and J. S. Hutchinson was elected temporary Secretary of the meeting.

The Chairman stated that the original Articles of Incorporation of this corporation had been filed in the office of the Secretary of State of the State of California on April 7, 1955, and that a copy thereof, certified by the said Secretary of State, had been filed in the office of the County Clerk of the City and County of San Francisco on April 13, 1955, being the City and County in which the corporation is to have its principal office. The Chairman presented to the meeting a certified copy of the Articles of Incorporation, showing filings as stated, and the Secretary was directed to insert such copy in the Minute Book of this corporation.

The matter of the adoption of the By-Laws for the regulation of this corporation was next considered. The Secretary presented to the meeting a form of By-Laws, which was duly considered and discussed. Thereafter, on motion duly made, seconded and unanimously carried, the following resolutions were adopted:

WHEREAS, there has been presented to this meeting a form of By-Laws for the regulation of the affairs of this corporation; and

WHEREAS, it is deemed to be to the best interests of this corporation and its members that such By-Laws be adopted by this Board of Directors as and for the By-Laws of this corporation,

NOW, THEREFORE, BE IT RESOLVED, that the By-Laws presented to this meeting and discussed hereat be, and the same hereby are, adopted as and for the By-Laws of this corporation; and

BE IT FURTHER RESOLVED, that the Secretary of this corporation be, and he is hereby, authorized and directed and empowered to execute a certificate of the adoption of such By-Laws and to insert such By-Laws, as so certified, in the Minute Book of this corporation, and to see that a copy of such By-Laws, similarly certified, is kept at the principal office for the transaction of business of this corporation in accordance with Section 502 of the California Corporations Code.

The Chairman next stated that according to the By-Laws which had just been adopted the membership of the corporation should consist of a Board of not less than seven nor more than thirteen Directors, and a Board of not less than sixteen nor more than thirty-eight Managers. He further stated that the following ladies had indicated that they would be willing to serve on the Board of Managers, who would, therefore, pursuant to the By-Laws, be members of the corporation together with the Directors.

On motion duly made, seconded and unanimously carried, the following resolution was adopted:

RESOLVED, that

Mrs. Joy W. Perry  
Miss Edith W. Allyne  
Mrs. Ruth Bowes  
Mrs. Ellen H. Bruck  
Mrs. Hazel Byrne  
Mrs. Louise K. Hilbert  
Mrs. Sarah Krick  
Mrs. Barbara O. Landis  
Mrs. Hazel Lyon  
Mrs. Florence L. Miller  
Mrs. Kate B. Nigh  
Miss Elizabeth J. Rolph  
Mrs. Elizabeth Smith  
Mrs. Alice Smith  
Mrs. Merle Smith  
Mrs. Betty G. Stephenson  
Mrs. Marie Towne  
Miss Margaret Zane  
Mrs. Lucy Craig

be elected to the Board of Managers of this corporation, and, therefore, pursuant to the By-Laws, to become members of this corporation.

The meeting then proceeded to the election of officers. The following were duly elected to the office indicated after the name of each:

Barrett G. Hindes	President
John E. Cushing	Vice President
Bradley B. Brown	Vice President
J. S. Hutchinson	Secretary
Bradley B. Brown	Treasurer

The Secretary then presented for approval of the meeting a proposed Seal of this corporation, consisting of a circular die bearing the inscription "INTERIM PROTECTION AND RELIEF SOCIETY, Incorporated April 7, 1955, California" in the form and figures as follows:

On motion duly made, seconded and unanimously carried, the following resolution was adopted:

RESOLVED, that the corporate seal in the form, words and figures presented at the meeting be, and the same hereby is, adopted as the seal of this corporation.

In order to provide for the payment of expenses of incorporation and organization, on motion duly made, seconded and unanimously carried, the following resolution was adopted:

RESOLVED, that the President or Vice President and Secretary or Treasurer of this corporation be, and they are hereby, authorized, directed and empowered to pay the expenses of incorporation and organization of this corporation.

The matter of the selection of a depositary for the funds of the corporation was next considered, and after due discussion it was decided that American Trust Company be selected as the depositary for the funds of this corporation. Thereafter, on motion duly made, seconded and unanimously carried, the following resolutions were adopted:

RESOLVED, that American Trust Company be, and it is hereby selected as a Depositary of the funds of this Corporation, and that checks or drafts withdrawing said funds may be signed by any two of the following:

Barrett G. Hindes	President
John E. Cushing	Vice-President
countersigned by either of the following	
Bradley B. Brown	Treasurer
	Asst. -Treasurer

FURTHER RESOLVED: that American Trust Company is authorized to honor and pay any and all checks and drafts of this corporation signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing or by any other employee or agent of this corporation, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

FURTHER RESOLVED: that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by said depositary at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this corporation.

The Secretary was ordered by the Board to insert a copy of the corporation's signature card in the Minute Book immediately following the minutes of this meeting.

There being no further business to come before the meeting, on motion duly made, seconded and unanimously carried, the meeting adjourned.

J.L. Hatchinson  
Secretary  
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44-630

APR 13 1965

MARTIN MORGAN, Clerk

Deputy Clerk

301095

ENDORSED  
FILED

In the office of the Secretary of State  
of the State of California

APR 7 1956

FRANK M. JORDAN, Secretary of State  
By STACY H. ASPEY  
Deputy

ARTICLES OF INCORPORATION

of

INTERIM PROTECTION AND RELIEF SOCIETY

FIRST: The name of this corporation shall be  
INTERIM PROTECTION AND RELIEF SOCIETY.

SECOND: The specific and primary purposes for  
which this corporation is formed and for which it shall be  
exclusively administered and operated are:

To found, maintain and operate a Home in the City  
and County of San Francisco, State of California, for re-  
lieving, healing and attending to the sick, supporting  
aged persons and such other persons, whether male or female,  
as may be fit subjects of charity under the By-Laws of this  
corporation and to admit to such Home as residents thereof  
such of said persons, or such other persons, as may from  
time to time be selected pursuant to the By-Laws of this  
corporation and upon such terms and conditions as may from  
time to time be fixed and determined by the directors.

In addition to the foregoing specific and primary  
purposes, but not in derogation of nor by way of limitation  
thereon, any of such specific and primary purposes, the general

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MARTIN MONGAN, Clerk  
S. A. W.

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ENDORSED  
FILED

In the office of the Secretary of State  
of the State of California  
APR 7 - 1956

ARTICLES OF INCORPORATION

of  
INTERIM PROTECTION AND RELIEF SOCIETY

FRANK M. JORDAN, Secretary of State  
By STACY H. ASPEY  
Deputy

FIRST: The name of this corporation shall be  
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SECOND: The specific and primary purposes for  
which this corporation is formed and for which it shall be  
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as may be fit subjects of charity under the By-Laws of this  
corporation and to admit to such Home as residents thereof  
such of said persons, or such other persons, as may from  
time to time be selected pursuant to the By-Laws of this  
corporation and upon such terms and conditions as may from  
time to time be fixed and determined by the directors.

In addition to the foregoing specific and primary  
purposes, but not in derogation of nor by way of limitation  
upon any of such specific and primary purposes, the general  
purposes for which it is formed are:

A. To purchase, lease, or otherwise acquire,  
and to own, use, enjoy, lease, mortgage, pledge, sell or  
otherwise dispose of real, personal and mixed property  
necessary or proper for carrying out the purposes of this  
corporation.

B. To incur indebtedness, borrow money and make and issue notes, bonds, debentures or other obligations of this corporation from time to time and to secure the same by mortgage, pledge, deed of trust or otherwise.

C. To receive and hold by gift, devise, bequest, purchase or lease, or otherwise, either absolutely or in trust, for such charitable objects and purposes any property, real, personal or mixed, and to sell, convey, expend, transfer, give, or otherwise dispose of, any such property for such charitable purposes, without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received; to act as trustee for such charitable purposes; receiving, holding, managing, administering and expending property and funds in accordance with the trusts under which the property and funds are acquired and held; to receive, own, hold, manage, administer and expend principal and income of stocks, bonds, obligations or other securities of any corporation or corporations, but only for the foregoing charitable purposes.

D. To possess each and every power, privilege, right and immunity now or hereafter authorized or permitted by law to any corporation organized and existing pursuant to the provisions of Part 1 of Division 2, Title 1, of the Corporations Code of the State of California, or amendments thereto, continuations thereof or substitutions therefor; and, in addition thereto, to have any other rights, powers and privileges granted by the laws of this State to profit corporations so far as applicable to nonprofit corporations.

E. To do everything necessary, suitable or proper for the accomplishment of any one or more of the specific and primary or general purposes herein enumerated and, in so doing, to contract accordingly.

The foregoing statement of specific and primary purposes and of general purposes and powers and the purposes and powers stated in each clause shall, except where otherwise expressed, be in nowise limited or restricted by reference to or inference from the terms or provisions of any other clause but shall be regarded as independent purposes and powers.

The foregoing purposes do not contemplate the distribution of gains, profits or dividends to the members of this corporation.

THIRD: This corporation is organized pursuant to the General Nonprofit Corporation Law of the State of California.

FOURTH: The county in the State of California where the principal office for the transaction of the business of this corporation is located in the City and County of San Francisco.

FIFTH: This corporation shall have perpetual existence.

SIXTH: The number of this corporation's directors is nine (9), and the names and addresses of the persons who are to act in the capacity of directors until the election of their successors are:

<u>Name</u>	<u>Address</u>
Bradley B. Brown	464 California Street San Francisco 4, California
Robert D. Raven	1100 Crocker Building San Francisco 4, California
John H. Cushing	215 Market Street San Francisco, California
Chalmers G. Graham	310 Sansome Street San Francisco 4, California
Barrett G. Hinden	140 Montgomery Street San Francisco 4, California
J. S. Hutchinson	519 California Street San Francisco 4, California
Harold Leicester	105 Montgomery Street San Francisco 4, California
Joseph A. Moore, Jr.	Moore Drydock Co. Foot of Adeline Street Oakland, California
DAVID L. White	Allied Properties Co. 745 Market Street San Francisco, California

The number of the directors may be changed from time to time by an amendment to these Articles or by a By-Law adopted by the members; provided, however, that the number of directors shall not be less than three (3).

SEVENTH: The members of this corporation shall consist of the directors of this corporation, including the above-named Board of Directors, and all members of the Board of Managers of this corporation, and such other classes of members as may be provided for in the By-Laws. The election of a person to the Board of Directors of this corporation or to the Board of Managers of this corporation shall constitute his or her election as a member of this corporation. The property, voting and other rights and privileges of

members and their liability to dues or assessments, if any, and the method of collection thereof shall be as may be set forth in the By-Laws of this corporation.

EIGHTH: No act or thing done hereunder shall confer any benefit upon any member, director or officer of this corporation or other private individual either directly or indirectly, and in no event shall the net earnings, income or assets of this corporation be distributed to, or inure to the benefit of, any member, director or officer of this corporation or other private individual, either directly or indirectly. In the event of dissolution or winding up of this corporation, its assets shall be distributed for charitable purposes to such nonprofit corporations or institutions organized or operated exclusively for charitable purposes as may be designated by the Board of Directors.

IN WITNESS WHEREOF, we have hereunto set our hands  
this 29th day of March, 1955.

BRADLEY B. BROWN  
(B. B. Brown)

ROBERT D. RAVEN  
(Robert D. Raven)

JOHN E. CUSHING  
(John E. Cushing)

CHALMERS G. GRAHAM  
(Chalmers G. Graham)

BARRETT G. HYNDES  
(Barrett G. Hyndes)

J. S. HUTCHINSON  
(J. S. Hutchinson)

VERARD LEICESTER  
(Verard Leicester)

JOS. A. MOORE, JR.  
(Joseph A. Moore, Jr.)

DAVID L. WHITE  
(David L. White)

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 29th day of March, 1955, before me,  
ALICE C. MORSE, a Notary Public in and for the City and  
County of San Francisco, State of California, residing  
therein, duly commissioned and sworn, personally appeared  
BRADLEY B. BROWN, ROBERT D. RAVEN, JOHN E. CUSHING, CHALMERS  
G. GRAHAM, BARRETT G. HINDES, J. S. HEDINSON, FERARD  
LEICESTER, JOSEPH A. MOORE, JR., and DAVID L. WHITE, known  
to me to be the persons whose names are subscribed to the  
foregoing Articles of Incorporation, and acknowledged to  
me that they executed the same.

WITNESS my hand and official seal the day and  
year in this certificate first above written.

(SEAL)

ALICE C. MORSE  
NOTARY PUBLIC  
in and for the City and County of  
San Francisco, State of California  
My Commission Expires: August 24, 1955

Directors' Meeting  
Interim Protection and Relief Society

Interim  
1955  
Protection & Relief  
Society

A special meeting of the Board of Directors of Interim Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Wednesday, June 8, 1955, at 3:00 o'clock P.M.

Present: Barrett G. Hindes, Jos. A. Moore, Jr., Ferard Leicester, David L. White.  
Mr. Bruce Cornwall was also present.

Absent: J. S. Hutchinson, Bradley B. Brown, Chalmers Graham, John E. Cushing and Robert D. Raven.

The President announced that Mr. Robert D. Raven had resigned from the Board, and upon motion duly made, seconded and carried, Mr. Bruce Cornwall was elected to fill the vacancy.

The minutes of the organization meeting of this Corporation held on May 18, 1955, were read and approved as recorded.

In accordance with decision made, funds to be received from San Francisco Ladies' Protection and Relief Society are to be deposited in various savings accounts; and upon motion duly made, seconded and carried, the following resolutions were passed:

RESOLVED, that Wells Fargo Bank be, and it is hereby, selected as a depositary of the funds of this corporation, and that checks, drafts and orders for payment of funds may be endorsed and signed by the following:

B. G. Hindes President  
B. B. Brown Treasurer

Number of signatures required: two.

AND BE IT FURTHER RESOLVED, that the authority hereby conferred shall remain in force and effect until written notice of revocation thereof by the President of this organization shall have been received by said depositary at the office at which the account is kept.

RESOLVED, that Pacific National Bank of San Francisco be, and it is hereby, selected as a depositary of the funds of this corporation, and that checks, drafts and orders for payment of funds may be endorsed and signed by the following:

B. G. Hindes President  
B. B. Brown Treasurer

Number of signatures required: two

AND BE IT FURTHER RESOLVED, that the authority hereby conferred shall remain in force and effect until advice in writing to the contrary, signed by the duly authorized officers of our organization, is delivered to and accepted by an officer of said bank.

No further business appearing, the meeting upon motion adjourned.

J. Hutchinson  
Secretary  
~

Directors' Meeting

Interim Protection and Relief Society

A special meeting of the Board of Directors of Interim Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Wednesday, September 28, 1955, at 3:00 o'clock P. M.

The President, Mr. Hindes, occupied the chair and called the meeting to order.

Present: Barrett G. Hindes, Bruce Cornwall, Ferard Leicester, Jos. A. Moore, Jr., and David L. White.

Absent: John E. Cushing, J. S. Hutchinson, Bradley B. Brown, and Chalmers Graham.

The minutes of the special meeting held on June 8, 1955, were read and approved as recorded.

Upon motion duly made, seconded and carried, the following resolution was approved:

WHEREAS, this corporation, Interim Protection and Relief Society, is a California nonprofit corporation; and

WHEREAS, San Francisco Ladies' Protection and Relief Society and Directors of San Francisco Ladies' Protection and Relief Society and Old Peoples' Home are California nonprofit corporations; and

WHEREAS, it is deemed by the Board of Directors of this corporation, Interim Protection and Relief Society, to be to its best interests and to the best interests of its members that this corporation, as the surviving corporation, be merged with and into San Francisco Ladies' Protection and Relief Society, Directors of San Francisco Ladies' Protection and Relief Society, and Old Peoples' Home, California nonprofit corporations (as constituent corporations), and that the laws of the State of California be selected as the laws which shall govern such merger and the surviving corporation; and

WHEREAS, the General Corporation Law of the State of California authorized this corporation to effect such merger; and

WHEREAS, there has been presented to and duly considered by this meeting a proposed Agreement of Merger setting forth the terms and conditions of the merger and the mode of carrying the same into effect, as well as the manner and basis of converting the memberships of Old Peoples' Home,



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RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

VED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depositary  
unds of this Corporation, and that checks or drafts withdrawing said funds may be signed  
two of the following:

Commercial Account

	NAME	TITLE
1.	<u>Barrett G. Hindes</u>	President
2.	<u>John E. Cushing</u>	Vice-President
3.	<u>countersigned by either of the following</u>	
4.	<u>Bradley B. Brown</u>	Treasurer
5.		Asst.-Treasurer
6.		

EIR RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay  
ll checks and drafts of this corporation signed as provided herein, whether or not payable  
son or persons signing them; and that checks, drafts, bills of exchange, and other evidences  
dness may be endorsed for deposit to the account of this corporation by any of the foregoing  
other employee or agent of this corporation, and may be endorsed in writing or by stamp  
or without the designation of the person so endorsing.

EIR RESOLVED: that the authority hereby conferred shall remain in force until written  
he revocation thereof by the Board of Directors of this Corporation shall have been received  
pository at the office at which the account is kept; and that the certification of the secretary  
stant secretary as to the continuing authority of this resolution and the persons authorized  
d their signatures, shall be binding upon this corporation."

by certify that the foregoing is a true and correct copy of a resolution adopted by the Board  
res of this corporation at a meeting of said Board regularly held on the 18th  
action is still in full force and effect.  
his card are the signatures  
1955

BY-LAWS

of

EMERGENCY PROTECTION  
AND RELIEF SOCIETY

ARTICLE I.

Name.

The name of this Society shall be

EMERGENCY PROTECTION AND RELIEF SOCIETY.

ARTICLE II.

Membership

Section 1. The members shall consist of a Board of not less than seven nor more than thirteen Directors and a Board of not less than sixteen nor more than thirty-eight Managers.

Section 2. Any member may withdraw entirely from the Society by presenting to it a written resignation; and any member may be expelled or suspended for cause which shall be considered sufficient by the members of this Society duly assembled at any meeting thereof.

Section 3. All voting under this Article II shall be by ballot.

Section 4. The Board of Directors shall elect from their own number a President, who shall preside at the annual meeting of the Managers and all meetings of the Directors, one or more Vice Presidents, a Secretary and a Treasurer.

Section 5. The Board of Managers shall elect from their own number a President, one or more Vice Presidents, a Recording and Corresponding Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer.

#### ARTICLE III

##### Meetings

Section 1. Regular meetings of the Board of Managers of this Society shall be held on the first Tuesday of each month at the Home in San Francisco. Special meetings of the Board of Managers may be called either by the President of the Board of Managers or by the Secretary upon filing with her of a written request therefor from five of the Managers.

Section 2. The Board of Directors shall hold regular meetings at such times as they designate. Special meetings of the Board of Directors may be called by the President of the Board of Directors or by the Secretary or upon filing with him of a written request therefor of five of said Directors.

Section 3. The regular annual meeting of the members of the Society shall be held at the Home on the first Thursday after the first Tuesday of May of each year at two o'clock in the afternoon, and notice of same must be given by the Secretary of the Board of Managers by mailing at least one week prior to said meeting, to each member, addressed to each member at the said member's last known place of residence, a notice of said meeting; provided, however, that if the place of residence of any member is not known to the Secretary, then such notice shall be addressed to said member

at the Home. Special meetings of members shall be called by the President of the Board of Directors, or at the written request of five of the Board of Managers upon similar notice as provided for with respect to annual meetings.

Section 4. If the date fixed for the holding of any meeting above provided for shall fall on a legal holiday, said meeting shall be held at the same hour and place on the next business day thereafter.

#### ARTICLE IV.

##### Quorums

A majority of the members at any meeting of the members of the Society, five of the Directors at any meeting of the Board of Directors, and nine Managers at a meeting of the Board of Managers shall constitute a quorum for the transaction of any business; and a majority of those present at any of said meetings, unless when otherwise provided herein, shall be sufficient for the passage of any resolution or motion, or the transaction of any business, except the election of Directors and Managers.

#### ARTICLE V.

##### Elections

Section 1. At the annual meeting of the members of the Society, the members, by a majority vote of those present and by ballot, must elect a Board of not more than thirteen nor less

than seven Directors and a Board of not less than sixteen nor more than thirty-eight Managers, each of these Boards to serve for a period of one year and until the election of their successors, respectively. These Boards must then organize and elect such respective officers as may be prescribed by law and these by-laws and such additional officers as they may need.

#### ARTICLE VI.

##### Directors.

Section 1. As provided by law, the Directors shall exercise, conduct, and control all the corporate powers, business and property of the Society; but without derogation to these, their legal powers, it shall be their duty in all important matters, to consult with the Board of Managers as a whole or in committee. At each annual meeting they shall render to the Society a full report of all property, real and personal, held by the Society, and of the condition of the Society. No member of the Board of Directors shall ever receive compensation for his services.

Section 2. The Board of Directors shall hold regular meetings the first Monday in January, April, July and October of each year at the hour of 4:00 P.M. No notice need be given of the regular meetings of the Board of Directors.

Section 3. The Board of Directors may fill any vacancies in its number by appointment by its President. Said Board may also fill by appointment any vacancies occurring among its officers.

Section 4. The Board of Directors shall appoint a Treasurer from among its own members or from a bank in good standing in San Francisco; and in the case of the appointment of one of its members, it shall prescribe the amount and kind of security to be given by the Treasurer for the faithful performance of his duties as such Treasurer, and all transfers of money by the Board of Directors shall be by check signed by the President or Vice President and countersigned by the Treasurer or Assistant Treasurer of the Board of Directors, and said Board of Directors shall appoint the attorney and auditor for said Society.

Section 5. The Board of Directors shall have power from time to time to pay over to the Board of Managers such sum or sums of money as may in the judgment of the Board of Managers be necessary for the conduct of the domestic business of the Home under requisition therefor from the Board of Managers.

Section 6. The Board of Directors may appoint an Executive Committee and may delegate to such Executive Committee any of the powers and authority of the Board in the management, business and affairs of the Society.

#### ARTICLE VII.

##### Board of Managers

Section 1. This Board shall consist of at least sixteen but not more than thirty-eight members elected annually as provided above.

Section 2. In order to carry out the objects of the

Society the Board of Managers shall have power to devise and measure for that end; to make such contracts as may be necessary thereto, and to control such funds of the Society as may be necessary and applicable for the maintenance of the Home and current expenses generally. They shall make their own by-laws and fill any vacancies in their own Board which may occur between the annual meetings. If any member of the Board shall be absent from three consecutive regular meetings thereof, without any explanation satisfactory to the Board, such members shall be considered as having resigned, and the vacancy caused by such resignation shall be filled by the remaining members of the Board. No member of the Board of Managers shall ever receive compensation for his or her services.

Section 3. The Treasurer shall have charge of such funds turned over to the Board of Managers by the Board of Directors, subject to the order of the Board of Managers, and shall cause to be kept an accurate account of all receipts and expenditures and shall report their amount at the monthly meetings and also at the annual meetings of the Society.

Section 4. The Recording Secretary shall keep a record of the proceedings of every meeting and make an annual report.

Section 5. The Corresponding Secretary shall handle such correspondence as may be delegated to him or her.

Section 6. The Board of Managers may adopt from time to time such rules and regulations not inconsistent with these by-laws as the Board may deem necessary.

ARTICLE VIII.

AMENDMENTS.

The By-Laws of the Society shall be subject to alteration or repeal and new By-Laws may be made and adopted either by the vote of the members entitled to exercise a majority of the voting power of the Society, or by written assent of such members, or (other than a By-Law or an amendment thereof changing the authorized number of Directors) by the affirmative vote of a majority of the whole number of Directors.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

- (1). That I am the duly elected and acting Secretary of Interim Protection and Relief Society, a California nonprofit corporation; and
- (2). That the foregoing By-Laws constitute the By-Laws of said corporation as duly adopted at a meeting of the Board of Directors duly held on May 18, 1955.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said corporation this

18<sup>th</sup> day of May - , 1955.

J.D. Hutchinson  
Secretary

AGREEMENT OF MERGER

THIS AGREEMENT OF MERGER, dated this 8th day of November, 1955, made by and between INTERIM PROTECTION AND RELIEF SOCIETY, a California nonprofit corporation (hereinafter called the "surviving corporation"), First Party, OLD PEOPLES' HOME, a California nonprofit corporation (hereinafter called the "first constituent corporation"), Second Party, SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY, a California nonprofit corporation (hereinafter called the "second constituent corporation"), Third Party, and DIRECTORS OF THE SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY, a California nonprofit corporation (hereinafter called the "third constituent corporation"), Fourth Party,

M I T M E S S E R T H :

WHEREAS, it is deemed desirable and to be to the best interests of each of the parties hereto, and to the best interests of the members of each of the parties hereto, that Old Peoples' Home, as the first constituent corporation, San Francisco Ladies' Protection and Relief Society, as the second constituent corporation, Directors of the San Francisco Ladies' Protection and Relief Society, as the third constituent corporation, merge with and into Interim Protection and Relief Society, as the surviving corporation, as authorized by the laws of the State of California, under and pursuant to the terms and conditions set forth in this Agreement of Merger; and

WHEREAS, Old Peoples' Home is a nonprofit corporation duly organized and existing under and by virtue of the General Corporation Law of the State of California, the

Articles of Incorporation of which were filed in the office of the County Clerk of the City and County of San Francisco, State of California, on May 2, 1878; and

WHEREAS, San Francisco Ladies' Protection and Relief Society is a nonprofit corporation duly organized and existing under and by virtue of the General Corporation Law of the State of California, the Articles of Incorporation of which were filed in the office of the County Clerk of the City and County of San Francisco, State of California, on October 4, 1854; and

WHEREAS, Directors of the San Francisco Ladies' Protection and Relief Society is a nonprofit corporation duly organized and existing under and by virtue of the General Corporation Law of the State of California, the Articles of Incorporation of which were filed in the office of the County Clerk of the City and County of San Francisco, State of California, on October 4, 1854; and

WHEREAS, Interim Protection and Relief Society is a nonprofit corporation duly organized and existing under and by virtue of the General Corporation Law of the State of California, the Articles of Incorporation of which were filed in the office of the Secretary of State of the State of California on April 7, 1955.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

I.

Old Peoples' Home, a California nonprofit corporation, San Francisco Ladies' Protection and Relief Society, a California nonprofit corporation, and Directors of the San Francisco Ladies' Protection and Relief Society, a California

nonprofit corporation, are hereby merged with and into Interim Protection and Relief Society, a California nonprofit corporation. Interim Protection and Relief Society is the surviving corporation. The laws of the State of California are the laws which shall govern this merger and the surviving corporation.

III.

The terms and conditions of the merger and the mode of carrying the same into effect, and the manner and basis of converting the membership of the first, second and third constituent corporations into the membership of the surviving corporation are as follows:

1. The Articles of Incorporation of the surviving corporation are amended as hereinafter set forth to read in full, to wit:

"FIRST: The name of the surviving corporation (hereinafter referred to as "this corporation") is and shall be SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.

SECOND: The specific and primary purposes for which it is formed are:

To found, maintain and operate a Home in the City and County of San Francisco, State of California, for relieving, healing and attending to the sick, supporting aged persons and such other persons, whether male or female, as may be fit subjects of charity, and to admit to such Home as residents thereof such of said persons, or such other persons, as may from time

to time be selected upon such terms and conditions as may from time to time be fixed and determined by the directors.

In addition to the foregoing specific and primary purposes, but not in derogation of nor by way of limitation upon any of such specific and primary purposes, the general purposes for which it is formed are:

A. To purchase, lease, exchange or otherwise acquire, and to own, use, enjoy, lease, mortgage, pledge, sell or otherwise dispose of real, personal and mixed property necessary or proper for carrying out the purposes of this corporation.

B. To incur indebtedness, borrow money and make and issue notes, bonds, debentures or other obligations of this corporation from time to time and to secure the same by mortgage, pledge, deed of trust or otherwise.

C. To receive and hold by gift, devise, bequest, purchase, exchange or lease, or otherwise, either absolutely or in trust, for such charitable objects and purposes any property, real, personal or mixed, and to sell, convey, expend, transfer, give or otherwise dispose of, any such property for such charitable purposes, without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received; to act as trustee for such charitable purposes; receiving, holding, managing, administering and expending property and funds in accordance with the trusts under which the property and funds are acquired and

held; to receive, own, hold, manage, administer and expend principal and income of stocks, bonds, obligations or other securities of any corporation or corporations, but only for the foregoing charitable purposes.

D. To possess each and every power, privilege, right and immunity now or hereafter authorized or permitted by law to any corporation organized and existing pursuant to the provisions of Part 1 of Division 2, Title 1 of the Corporations Code of the State of California, or amendments thereto, continuations thereof or substitutions therefor; and, in addition thereto, to have any other rights, powers and privileges granted by the laws of this State to profit corporations so far as applicable to nonprofit corporations.

E. To do everything necessary, suitable or proper for the accomplishment of any one or more of the specific and primary or general purposes herein enumerated and, in so doing, to contract accordingly.

The foregoing statement of specific and primary purposes and of general purposes and powers and the purposes and powers stated in each clause shall, except where otherwise expressed, be in nowise limited or restricted by reference to or inference from the terms or provisions of any other clause but shall be regarded as independent purposes and powers.

*The foregoing purposes do not contemplate the distribution of gains, profits or dividends to the*

members of this corporation.

THIRD: This corporation is organized pursuant to the General Nonprofit Corporation Law of the State of California.

FOURTH: The county in the State of California where the principal office for the transaction of the business of this corporation is to be located is the City and County of San Francisco.

FIFTH: This corporation shall have perpetual existence.

SIXTH: The number of this corporation's directors is thirteen (13), and the names and addresses of the persons who were named to act in the capacity of first directors and until the election of their successors are:

<u>Name</u>	<u>Address</u>
Bradley B. Brown	464 California Street San Francisco 4, California
Robert D. Raven	1100 Crocker Building San Francisco 4, California
John E. Cushing	215 Market Street San Francisco, California
Chalmers G. Graham	310 Sansome Street San Francisco 4, California
Barrett G. Hindes	140 Montgomery Street San Francisco 4, California
J. S. Hutchinson	519 California Street San Francisco 4, California
Erard Leicester	105 Montgomery Street San Francisco 4, California
Joseph A. Moore, Jr.	Moore Drydock Co. Foot of Adeline Street Oakland, California
David L. White	Allied Properties Co. 745 Market Street San Francisco, California

The number of the directors may be changed from time to time by an amendment to these Articles or by a By-Law adopted by the members; provided, however, that the number of directors shall not be less than three (3).

SEVENTH: No act or thing done on behalf of this corporation shall confer any benefit upon any member, director or officer of this corporation or other private individual either directly or indirectly, and in no event shall the net earnings, income or assets of this corporation be distributed to, or inure to the benefit of, any member, director or officer of this corporation or other private individual, either directly or indirectly. In the event of dissolution or winding up of this corporation, its assets shall be distributed for charitable purposes to such non-profit corporations or institutions organized or operated exclusively for charitable purposes as may be designated by the Board of Directors.

EIGHTH: The authorized number and qualifications of members of this corporation, the different classes of membership, if any, the property, voting and other rights and privileges of members, and their liability to dues or assessments, if any, and the method of collection thereof shall be as may be set forth in the By-Laws of this corporation."

2. Upon the merger of Old Peoples' Home, San Francisco Ladies' Protection and Relief Society and Directors  
*of the San Francisco Ladies' Protection and Relief Society*  
*into Interim Protection and Relief Society, the separate*

existence of Old Peoples' Home, San Francisco Ladies' Protection and Relief Society and Directors of the San Francisco Ladies' Protection and Relief Society shall cease and the surviving corporation shall succeed to and shall become the owner of, without other transfer, all the rights and property of the first, second and third constituent corporations, and the surviving corporation shall be subject to all the debts, obligations and liabilities of the first, second and third constituent corporations in the same manner as if the surviving corporation had itself incurred them.

3. The number of this corporation's directors is thirteen (13), and the names and addresses of the persons who are to act in the capacity of directors upon the effective date of this merger are as follows:

<u>Name</u>	<u>Address</u>
Charles J. Bradley	Crocker First National Bank of San Francisco 1 Montgomery Street San Francisco, California
Bradley B. Brown	464 California Street San Francisco 4, California
Bruce Cornwall	P. O. Box 485 Ross, Marin County, California
John E. Cushing	215 Market Street San Francisco, California
Chalmers G. Graham	310 Sansome Street San Francisco 4, California
Fentress Hill, II	Provident Securities Company 1 Montgomery Street San Francisco, California
Barrett G. Hindes	140 Montgomery Street San Francisco 4, California
J. S. Hutchinson	519 California Street San Francisco 4, California
<i>Forward Director</i>	105 Montgomery Street San Francisco 4, California

Joseph A. Moore, Jr.

Moore Drydock Co.,  
Foot of Adeline Street  
Oakland, California

D. J. Murphy

Provident Securities Company  
1 Montgomery Street  
San Francisco, California

George Stimmel

Crocker Estate Company  
660 Market Street  
San Francisco, California

David L. White

Allied Properties Co.  
745 Market Street  
San Francisco, California

4. The original members of the surviving corporation shall be (i) the thirteen (13) directors named in paragraph 3 above, and (ii) all members of the Old Peoples' Home, San Francisco Ladies' Protection and Relief Society, Directors of the San Francisco Ladies' Protection and Relief Society, and Interim Protection and Relief Society, as of the date of this Agreement of Merger.

### III

The By-Laws of Interim Protection and Relief Society shall be and remain the By-Laws of the surviving corporation until altered or amended in the manner provided thereby and by the laws of the State of California.

### IV

The first, second and third constituent corporations will from time to time, as and when requested by the surviving corporation, execute such documents and do such other acts and things and take or cause to be taken such action as the surviving corporation may deem reasonably necessary or desirable in order to vest in and confirm to the surviving corporation title to and possession of the rights, property, assets and

business of the first, second and third constituent corporations and otherwise to carry out the full intent and purpose of this Agreement of Merger.

V

This Agreement of Merger may be executed in any number of counterparts, all of which shall constitute one and the same agreement. One executed counterpart of this Agreement of Merger shall be filed in the office of the Secretary of State of the State of California.

IN WITNESS WHEREOF, the parties to this Agreement of Merger, pursuant to resolutions passed by their respective Board of Directors at meetings thereof duly called and held, have caused these presents to be executed in their respective names and their respective corporate seals to be affixed, and the undersigned officers of the respective parties hereto have executed this Agreement of Merger the day and year first above written.

INTERIM PROTECTION AND RELIEF SOCIETY

By BARRETT G. HINDES  
(SEAL) President

By J. S. HUTCHINSON  
FIRST PARTY  
Secretary

OLD PEOPLES' HOME

By D. J. MURPHY  
(SEAL) President  
By PENTRESS HILL, II  
SECOND PARTY  
Secretary

SAN FRANCISCO LADIES' PROTECTION  
AND RELIEF SOCIETY

By JOY V. PERRY President  
(SEAL)

By KATE B. HIGH Secretary  
THIRD PARTY

DIRECTORS OF THE SAN FRANCISCO LADIES'  
PROTECTION AND RELIEF SOCIETY

By BARRETT G. KINDES President  
(SEAL)

By J. S. HUTCHINSON Secretary  
FOURTH PARTY

APPROVED this 9th day of November, 1955.

EDMUND G. BROWN, Attorney General

By C. A. LINN  
Assistant Attorney General

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
BARRETT G. HINDES, known to me to be the President, and  
J. S. HUTCHINSON, known to me to be the Secretary, of Interim  
Protection and Relief Society, the corporation that executed  
the within instrument, and acknowledged to me that such cor-  
poration executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and  
affixed my official seal in the City and County of San Francisco  
the day and year in this certificate first above written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.  
My Commission expires: Sept. 28, 1956

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
Alice Morse, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
D. J. Murphy known to me to be the President, and Fentress  
Hill, II, known to me to be the Secretary, of Old Peoples  
Home, the corporation that executed the within instrument,  
and acknowledged to me that such corporation executed the  
same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

\_\_\_\_\_  
ALICE MORSE  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.

My Commission expires: August 25, 1959

STATE OF CALIFORNIA  
city and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
JOY W. PERRY, known to me to be the President, and KATE B.  
MICH, known to me to be the Secretary of San Francisco Ladies'  
Protection and Relief Society, the corporation that executed  
the within instrument, and acknowledged to me that such corpo-  
ration executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.  
My Commission expires: Sept. 28, 1956

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
GARRETT G. HINDES, known to me to be the President, and  
J. S. HUTCHINSON, known to me to be the Secretary, of  
Directors of the San Francisco Ladies' Protection and Relief  
Society, the corporation that executed the within instrument,  
and acknowledged to me that such corporation executed the  
same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California  
My Commission expires: Sept. 28, 1956

BE IT FURTHER RESOLVED, that the President or any Vice President and the Secretary or any Assistant Secretary of this corporation be and they are hereby authorized, directed and empowered to sign, acknowledge and deliver such Agreement of Merger; and

BE IT FURTHER RESOLVED, that a meeting of the members of this corporation be and it is hereby called to be held on Thursday, the 10th day of November, 1955, at the hour of ten o'clock A. M. at the office of this corporation, 3400 Laguna Street, San Francisco, California, for the purpose of considering and acting upon the proposal to approve such Agreement of Merger, and that the Secretary or Assistant Secretary of this corporation be and he is hereby directed to give notice of the time, place and purpose of such special meeting of the members to each member at least twenty (20) days prior to the date of such meeting, and otherwise in the manner required by law and the by-laws of this corporation; and

BE IT FURTHER RESOLVED, that upon the approval of such Agreement of Merger by the holders of not less than two-thirds (2/3) of the membership of this corporation, the President or any Vice President and the Secretary or any Assistant Secretary of this corporation be and they are hereby authorized, directed and empowered:

- (1) to execute, verify and file a Certificate with respect to the merger proceedings as provided by Section 4110, Corporation Code of the State of California;
- (2) to file or cause to be filed in the office of the Secretary of State of the State of California executed original counterparts of such Agreement of Merger and of the certificates of merger proceedings of this corporation and of San Francisco Ladies' Protection and Relief Society, Directors of San Francisco Ladies' Protection and Relief Society and Old Peoples' Home;
- (3) to file or cause to be filed a certified copy of the Agreement of Merger, certified by the Secretary of State of the State of California, with the County Clerk of the City and County of San Francisco, and with the County Clerk of each county in which this corporation holds real property; and
- (4) do and perform any and all other acts and things necessary or convenient to consummate the Agreement of Merger.

The President reported that the deposits in Savings Accounts of funds received from San Francisco Ladies' Protection and Relief Society were as follows:

Wells Fargo Bank	\$75,000.00
Pacific National Bank	\$75,000.00

No further business appearing, the meeting upon motion adjourned.

*J.S. Hartmann*  
Secretary

Directors' Meeting  
Interim Protection and Relief Society

A special meeting of the Board of Directors of Interim Protection and Relief Society was held at the office of American Trust Company, 464 California Street, San Francisco, on Thursday, November 10, 1955, at 3:00 o'clock P.M.

The President, Mr. Hindes, occupied the chair and called the meeting to order.

Present: Barrett G. Hindes, Bruce Cornwall, Ferard Leicester, David L. White, and Bradley B. Brown.

Absent: J. S. Hutchinson, John E. Cushing, Jos. A. Moore, Jr., and Chalmers Graham.

The minutes of the special meeting held on September 28, 1955, were read and approved as recorded.

Upon motion duly made, seconded and carried, it was:

RESOLVED, that the resolution passed at the meeting of this Board on September 28, 1955, relating to the merger of this Corporation with other corporations, as evidenced by copy of said resolution, which is made a part of this resolution, be and it is hereby amended, in respect to the date of the meeting of members, to read December 6, 1955, instead of November 10, 1955.

No further business appearing, the meeting upon motion adjourned.

  
\_\_\_\_\_  
Secretary

Meeting of the Members

Interim Protection and Relief Society

In accordance with notice duly given, a special meeting of the members of Interim Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Tuesday, December 6, 1955, at 10:15 o'clock A. M.

Mrs. Warren C. Perry occupied the chair and called the meeting to order.

After her opening remarks, stating the reason for the meeting, she requested Mr. Hindes to conduct the rest of the meeting.

Mr. Hindes outlined the proposed merger and the responsibilities to be undertaken to make it a success and stated the financial position was strong. He discussed in general the numbers and types of people whom they hoped to care for when plans were completed.

He then stated that it would be in order to have a motion to approve the Agreement of Merger. Whereupon, on motion of Mrs. Wm. H. Nigh, seconded by Mrs. Wm. Hilbert, the following resolution was unanimously carried:

WHEREAS, there has been presented and considered by this meeting of members of Interim Protection and Relief Society, a California non-profit corporation, an Agreement of Merger between Old Peoples' Home, a California nonprofit corporation, San Francisco Ladies' Protection and Relief Society, a California nonprofit corporation, Directors of the San Francisco Ladies' Protection and Relief Society, a California nonprofit corporation, and this corporation, Interim Protection and Relief Society; and

WHEREAS, such Agreement of Merger was approved by resolutions of the Board of Directors of this corporation at a regular meeting thereof duly and regularly held at the American Trust Company, 464 California Street, San Francisco, California, on Wednesday, the 28th day of September, 1955; and

WHEREAS, it is deemed by the members of this corporation to be to the best interests of this corporation and of its members that this corporation be merged with and into Old Peoples' Home, San Francisco Ladies' Protection and Relief Society, and Directors of the San Francisco Ladies' Protection and Relief Society, and that this corporation, Interim Protection and Relief Society, will be the surviving corporation, and whose name will be changed to San Francisco Ladies' Protection and Relief Society upon the Agreement of Merger becoming effective; and

WHEREAS, it is deemed by the members of this corporation to be to the best interests of this corporation and of its members that the Agreement of Merger approved by resolutions of the Board of Directors of this corporation as aforesaid, be approved by the members of this corporation;

NOW, THEREFORE, BE IT RESOLVED, that the members of this corporation, Interim Protection and Relief Society, hereby approve such Agreement of Merger, reading as follows, to wit:

AGREEMENT OF MERGER

THIS AGREEMENT OF MERGER, dated this 8th day  
of November, 1955, made by and between INTERIM PROTECTION  
AND RELIEF SOCIETY, a California nonprofit corporation  
(hereinafter called the "surviving corporation"), First  
Party, OLD PEOPLES' HOME, a California nonprofit corpora-  
tion (hereinafter called the "first constituent corporation"),  
Second Party, SAN FRANCISCO LADIES' PROTECTION AND RELIEF  
SOCIETY, a California nonprofit corporation (hereinafter  
called the "second constituent corporation"), Third Party,  
and DIRECTORS OF THE SAN FRANCISCO LADIES' PROTECTION AND  
RELIEF SOCIETY, a California nonprofit corporation (herein-  
after called the "third constituent corporation"), Fourth  
Party,

W I T N E S S E T H :

WHEREAS, it is deemed desirable and to be to the  
best interests of each of the parties hereto, and to the  
best interests of the members of each of the parties hereto,  
that Old Peoples' Home, as the first constituent corporation,  
San Francisco Ladies' Protection and Relief Society, as the  
second constituent corporation, Directors of the San Francisco  
Ladies' Protection and Relief Society, as the third constituent  
corporation, merge with and into Interim Protection and Relief  
Society, as the surviving corporation, as authorized by the  
laws of the State of California, under and pursuant to the  
terms and conditions set forth in this Agreement of Merger.

Articles of Incorporation of which were filed in the office  
of the County Clerk of the City and County of San Francisco,  
State of California, on May 2, 1878; and

WHEREAS, San Francisco Ladies' Protection and Re-  
lief Society is a nonprofit corporation duly organized and  
existing under and by virtue of the General Corporation Law  
of the State of California, the Articles of Incorporation  
of which were filed in the office of the County Clerk of the  
City and County of San Francisco, State of California, on  
October 4, 1854; and

WHEREAS, Directors of the San Francisco Ladies'  
Protection and Relief Society is a nonprofit corporation  
duly organized and existing under and by virtue of the  
General Corporation Law of the State of California, the  
Articles of Incorporation of which were filed in the office  
of the County Clerk of the City and County of San Francisco,  
State of California, on October 4, 1854; and

WHEREAS, Interim Protection and Relief Society  
is a nonprofit corporation duly organized and existing under  
and by virtue of the General Corporation Law of the State of  
California, the Articles of Incorporation of which were filed  
in the office of the Secretary of State of the State of  
California on April 7, 1955.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH:

I.

Old Peoples' Home, a California nonprofit corpo-  
ration, San Francisco Ladies' Protection and Relief Society,  
a California nonprofit corporation, and Directors of the San  
Francisco Ladies' Protection and Relief Society, a California

nonprofit corporation, are hereby merged with and into Interim Protection and Relief Society, a California nonprofit corporation. Interim Protection and Relief Society is the surviving corporation. The laws of the State of California are the laws which shall govern this merger and the surviving corporation.

II.

The terms and conditions of the merger and the mode of carrying the same into effect, and the manner and basis of converting the membership of the first, second and third constituent corporations into the membership of the surviving corporation are as follows:

1. The Articles of Incorporation of the surviving corporation are amended as hereinafter set forth to read in full, to wit:

"FIRST: The name of the surviving corporation (hereinafter referred to as "this corporation") is and shall be SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.

SECOND: The specific and primary purposes for which it is formed are:

To found, maintain and operate a Home in the City and County of San Francisco, State of California, for relieving, healing and attending to the sick, supporting aged persons and such other persons, whether male or female, as may be fit subjects of charity, and to admit to such Home as residents thereof such of said persons, or such other persons, as may from time

to time be selected upon such terms and conditions as may from time to time be fixed and determined by the directors.

In addition to the foregoing specific and primary purposes, but not in derogation of nor by way of limitation upon any of such specific and primary purposes, the general purposes for which it is formed are:

A. To purchase, lease, exchange or otherwise acquire, and to own, use, enjoy, lease, mortgage, pledge, sell or otherwise dispose of real, personal and mixed property necessary or proper for carrying out the purposes of this corporation.

B. To incur indebtedness, borrow money and make and issue notes, bonds, debentures or other obligations of this corporation from time to time and to secure the same by mortgage, pledge, deed of trust or otherwise.

C. To receive and hold by gift, devise, bequest, purchase, exchange or lease, or otherwise, either absolutely or in trust, for such charitable objects and purposes any property, real, personal or mixed, and to sell, convey, expend, transfer, give or otherwise dispose of, any such property for such charitable purposes, without limitation, except such limitations, if any, as may be contained in the instrument under which such property is received; to act as trustee for such charitable purposes; receiving, holding, managing, administering and expending property and funds in accordance with the trusts under which the property and funds are acquired and

held; to receive, own, hold, manage, administer and expend principal and income of stocks, bonds, obligations or other securities of any corporation or corporations, but only for the foregoing charitable purposes.

D. To possess each and every power, privilege, right and immunity now or hereafter authorized or permitted by law to any corporation organized and existing pursuant to the provisions of Part 1 of Division 2, Title 1 of the Corporations Code of the State of California, or amendments thereto, continuations thereof or substitutions therefor; and, in addition thereto, to have any other rights, powers and privileges granted by the laws of this State to profit corporations so far as applicable to nonprofit corporations.

E. To do everything necessary, suitable or proper for the accomplishment of any one or more of the specific and primary or general purposes herein enumerated and, in so doing, to contract accordingly.

The foregoing statement of specific and primary purposes and of general purposes and powers and the purposes and powers stated in each clause shall, except where otherwise expressed, be in nowise limited or restricted by reference to or inference from the terms or provisions of any other clause but shall be regarded as independent purposes and powers.

The foregoing purposes do not contemplate the distribution of gains, profits or dividends to the

members of this corporation.

THIRD: This corporation is organized pursuant to the General Nonprofit Corporation Law of the State of California.

FOURTH: The county in the State of California where the principal office for the transaction of the business of this corporation is to be located is the City and County of San Francisco.

FIFTH: This corporation shall have perpetual existence.

SIXTH: The number of this corporation's directors is thirteen (13), and the names and addresses of the persons who were named to act in the capacity of first directors and until the election of their successors are:

<u>Name</u>	<u>Address</u>
Bradley B. Brown	464 California Street San Francisco 4, California
Robert D. Raven	1100 Crocker Building San Francisco 4, California
John E. Cushing	215 Market Street San Francisco, California
Chalmers G. Graham	310 Sansome Street San Francisco 4, California
Barrett G. Hindes	140 Montgomery Street San Francisco 4, California
J. S. Hutchinson	519 California Street San Francisco 4, California
Perard Leicester	105 Montgomery Street San Francisco 4, California
Joseph A. Moore, Jr.	Moore Drydock Co. Foot of Adeline Street Oakland, California
David L. White	Allied Properties Co. 745 Market Street San Francisco, California

The number of the directors may be changed from time to time by an amendment to these Articles or by a By-Law adopted by the members; provided, however, that the number of directors shall not be less than three (3).

SEVENTH: No act or thing done on behalf of this corporation shall confer any benefit upon any member, director or officer of this corporation or other private individual either directly or indirectly, and in no event shall the net earnings, income or assets of this corporation be distributed to, or inure to the benefit of, any member, director or officer of this corporation or other private individual, either directly or indirectly. In the event of dissolution or winding up of this corporation, its assets shall be distributed for charitable purposes to such non-profit corporations or institutions organized or operated exclusively for charitable purposes as may be designated by the Board of Directors.

EIGHTH: The authorized number and qualifications of members of this corporation, the different classes of membership, if any, the property, voting and other rights and privileges of members, and their liability to dues or assessments, if any, and the method of collection thereof shall be as may be set forth in the By-Laws of this corporation."

2. Upon the merger of Old Peoples' Home, San Francisco Ladies' Protection and Relief Society and Directors of the San Francisco Ladies' Protection and Relief Society into Interim Protection and Relief Society, the separate

existence of Old Peoples' Home, San Francisco Ladies' Protection and Relief Society and Directors of the San Francisco Ladies' Protection and Relief Society shall cease and the surviving corporation shall succeed to and shall become the owner of, without other transfer, all the rights and property of the first, second and third constituent corporations, and the surviving corporation shall be subject to all the debts, obligations and liabilities of the first, second and third constituent corporations in the same manner as if the surviving corporation had itself incurred them.

3. The number of this corporation's directors is thirteen (13), and the names and addresses of the persons who are to act in the capacity of directors upon the effective date of this merger are as follows:

<u>Name</u>	<u>Address</u>
Charles J. Bradley	Crocker First National Bank of San Francisco 1 Montgomery Street San Francisco, California
Bradley B. Brown	464 California Street San Francisco 4, California
Bruce Cornwall	P. O. Box 485 Ross, Marin County, California
John E. Cushing	215 Market Street San Francisco, California
Chalmers G. Graham	310 Sansome Street San Francisco 4, California
Fentress Hill, II	Provident Securities Company 1 Montgomery Street San Francisco, California
Barrett G. Hinden	140 Montgomery Street San Francisco 4, California
J. A. Hutchinson	519 California Street San Francisco 4, California
Gerard Leicester	105 Montgomery Street San Francisco 4, California

Joseph A. Moore, Jr.	Moore Drydock Co., Foot of Adeline Street Oakland, California
P. J. Murphy	Provident Securities Company 1 Montgomery Street San Francisco, California
George Stimmel	Crocker Estate Company 660 Market Street San Francisco, California
David L. White	Allied Properties Co. 745 Market Street San Francisco, California

4. The original members of the surviving corporation shall be (i) the thirteen (13) directors named in paragraph 3 above, and (ii) all members of the Old Peoples' Home, San Francisco Ladies' Protection and Relief Society, Directors of the San Francisco Ladies' Protection and Relief Society, and Interim Protection and Relief Society, as of the date of this Agreement of Merger.

### III

The By-Laws of Interim Protection and Relief Society shall be and remain the By-Laws of the surviving corporation until altered or amended in the manner provided thereby and by the laws of the State of California.

### IV

The first, second and third constituent corporations will from time to time, as and when requested by the surviving corporation, execute such documents and do such other acts and things and take or cause to be taken such action as the surviving corporation may deem reasonably necessary or desirable in order to vest in and confirm to the surviving corporation title to and possession of the rights, property, assets and

business of the first, second and third constituent corporations and otherwise to carry out the full intent and purpose of this Agreement of Merger.

v

this Agreement of Merger may be executed in any number of counterparts, all of which shall constitute one and the same agreement. One executed counterpart of this Agreement of Merger shall be filed in the office of the Secretary of State of the State of California.

IN WITNESS WHEREOF, the parties to this Agreement of Merger, pursuant to resolutions passed by their respective Board of Directors at meetings thereof duly called and held, have caused these presents to be executed in their respective names and their respective corporate seals to be affixed, and the undersigned officers of the respective parties hereto have executed this Agreement of Merger the day and year first above written.

INTERIM PROTECTION AND RELIEF SOCIETY

By BARRETT G. HINDES President  
(SEAL)

By J. S. HUTCHINSON Secretary  
FIRST PARTY

OLD PEOPLES' HOME

By D. J. MURPHY President  
(SEAL) By FENTRESS HILL, II Secretary  
SECOND PARTY

SAN FRANCISCO LADIES' PROTECTION  
AND RELIEF SOCIETY

By Joy W. Perry President  
(SEAL)

By KATE E. HIGH Secretary  
THIRD PARTY

DIRECTORS OF THE SAN FRANCISCO LADIES'  
PROTECTION AND RELIEF SOCIETY

By BARNETT G. HINDES President  
(SEAL)

By J. S. HUTCHINSON Secretary  
FOURTH PARTY

APPROVED this 3th day of November, 1955.

EDMUND G. BROWN, Attorney General

By C. A. LINN  
Assistant Attorney General

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
BARRETT G. HINDES, known to me to be the President, and  
J. S. KUTCHINSON, known to me to be the Secretary, of Interim  
Protection and Relief Society, the corporation that executed  
the within instrument, and acknowledged to me that such cor-  
poration executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and  
affixed my official seal in the City and County of San Francisco  
the day and year in this certificate first above written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.

My Commission expires: Sept. 28, 1956

STATE OF CALIFORNIA  
} ss.  
city and County of San Francisco }

On this 8th day of November, 1955, before me,  
Alice Morse, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
P. J. Murphy known to me to be the President, and Fentress  
Hill, II, known to me to be the Secretary, of Old Peoples'  
Home, the corporation that executed the within instrument,  
and acknowledged to me that such corporation executed the  
same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

ALICE MORSE  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.

My Commission expires: August 25, 1959

STATE OF CALIFORNIA  
} ss.  
city and County of San Francisco }

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
JOY W. PENNY, known to me to be the President, and KATE B.  
MCGEE, known to me to be the Secretary of San Francisco Ladies'  
Protection and Relief Society, the corporation that executed  
the within instrument, and acknowledged to me that such corpo-  
ration executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California.

My Commission expires: Sept. 28, 1956

STATE OF CALIFORNIA  
City and County of San Francisco } ss.

On this 8th day of November, 1955, before me,  
NITA LAND, a Notary Public in and for the City and County  
of San Francisco, State of California, personally appeared  
BENNETT G. KINDESS, known to me to be the President, and  
J. S. HUTCHINSON, known to me to be the Secretary, of  
Directors of the San Francisco Ladies' Protection and Relief  
Society, the corporation that executed the within instrument,  
and acknowledged to me that such corporation executed the  
same.

IN WITNESS WHEREOF, I have hereunto set my hand  
and affixed my official seal in the City and County of San  
Francisco the day and year in this certificate first above  
written.

(SEAL)

NITA LAND  
NOTARY PUBLIC  
In and for the City and County of  
San Francisco, State of California  
My Commission expires: Sept. 28, 1956

No further business appearing, the meeting upon motion adjourned.

J. Hutchinson  
Secretary

Directors' Meeting  
Interim Protection and Relief Society

A special meeting of the Board of Directors of Interim Protection and Relief Society was held at the "Home," 3400 Laguna Street, San Francisco, on Tuesday, December 6, 1955, at 11:00 o'clock A. M.

The President, Mr. Hindes, occupied the chair and called the meeting to order.

Present: Barrett G. Hindes, Bruce Cornwall, Jos. A. Moore, Jr., Bradley B. Brown, Ferard Leceister, and J. S. Hutchins

Absent: John E. Cushing, Chalmers G. Graham, and David L. W

The minutes of the special meeting held on November 10, 1955, were read and approved as recorded.

The President reported that at the meeting of this Society held this day the resolution to merge had been unanimously passed by the members of the Society, and that a meeting of the newly merged group would shortly be called to organize.

No further business appearing, the meeting upon motion adjourned.

J.S. Hutchinson  
Secretary

Directors' Meeting

San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, December 22, 1955, at 2:15 o'clock P. M.

The President, Mr. Hindes, called the meeting to order.

Present: Barrett G. Hindes, Bradley B. Brown, David L. White, Ferard Leceister, D. J. Murphy, Fentress Hill, II, C. J. Bradley and George Stimmel.

Absent: John E. Cushing, Bruce Cornwall, Jos. A. Moore, Jr., J. S. Hutchinson and Chalmers G. Graham.

Messrs. Stephenson and Mansfield, Investment Counsel, were also present.

The President welcomed the new members now on the Board as a result of the merger and reviewed the financial position of the Society.

A discussion was then held covering the securities now owned, with the portfolio being analyzed by Mr. Mansfield. Mr. Mansfield was requested to provide a complete list of all security holdings to be sent to each member before the next meeting, so that a full discussion can then be held.

Mr. Hill was authorized to arrange for the transfer of the operating bank account of the Pine Street Home into the new name, so that funds will be available for their use.

Mr. Hill was also authorized to discuss with Mr. White the tenancy of the Standard Oil Company on the Larkin Street property.

The President reported the application for rezoning of the Laguna Street property was being filed.

It was unanimously agreed that a special meeting of this Board be held January 5, 1956, at 2:15 o'clock P. M. at this address, to discuss the security portfolio and any other business to come before the meeting.

No further business appearing, the meeting upon motion adjourned.

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, January 5, 1956, at 2:15 o'clock P.M.

The President, Mr. Hindes, called the meeting to order.

Present: Barrett G. Hindes, Jos. A. Moore, Jr., Bradley B. Brown, Ferard Leceister, David A. White, Bruce Cornwall, C. J. Bradley, D. J. Murphy, Fentress Hill, George Stimmel and Chalmers G. Graham.

Absent: John E. Cushing, and J. S. Hutchinson.

The President referred to the list of securities sent each member and invited discussion. The question of appointing an Investment Counsel was also brought up, or as an alternative, whether investments should be handled by a Committee of the Board.

After discussion, the President appointed a Committee composed of Mr. Brown, Chairman, Mr. Murphy and Mr. Graham, who will advise the Board whether an investment counsel should be retained and if so, whom they recommend.

Upon motion duly made, it was unanimously:

RESOLVED, that a fund be set aside amounting to \$600,000.00, to be known as the Building Fund and used for construction of the new addition to the building at Laguna Street.

After further discussion, it was unanimously resolved that the following securities be sold, the proceeds therefrom to be included in the Building Fund:

American Factors	300 shares
Pabco Products, Pfd.	200 "
American Trust Company	1,000 "
Bank of California, N.A.	198 "
Northern Natural Gas Co.	200 "
General Telephone Co.	1,188 "
Consolidated Edison Co. of N.Y.	200 "
International Nickel Co.	100 "
Niagara Mohawk Power Co.	210 "
Texas Gulf Sulphur Co.	750 "
Crocker First National Bank	226 "
Sierra Railroad Company	490 "

Upon motion duly made, the following officers were elected to serve until the annual meeting of the Society in May, 1956:

President	Barrett G. Hindes
Vice President	D. J. Murphy
Treasurer	Bradley B. Brown
Secretary	J. S. Hutchinson

H. S. Anderson was reappointed Assistant Secretary to the Board.

No further business appearing, the meeting upon motion adjourned.

  
\_\_\_\_\_  
Secretary  
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Directors' Meeting

San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the President, 140 Montgomery Street, San Francisco, on Thursday, January 12, 1956, at 2:00 o'clock P. M.

The President, Mr. Hindes, called the meeting to order:

Present: Barrett G. Hindes, Fentress Hill, II, David A. White,  
George Stimmel, D. J. Murphy, Bruce Cornwall,  
Chalmers G. Graham, Ferard Leceister, Bradley B.  
Brown, Jos. A. Moore, Jr., C. J. Bradley and John E.  
Cushing.

Absent: J. S. Hutchinson

The President reported that Mr. Hutchinson had found it advisable to resign as Secretary of this Board, and he wished to express at this time his deep appreciation to Mr. Hutchinson for having served so ably in this capacity for 26 years. He was glad to be able to report, however, that Mr. Hutchinson will remain as a member of this Board.

Upon motion duly made, Mr. Fentress Hill, II, was elected Secretary and Assistant Treasurer of this Board.

The President then stated that this meeting had been specially called to hear a report from Mr. White on the negotiations for a possible lease on the Van Ness Avenue property, and to decide what action should be taken. Mr. White then made a detailed account of the negotiations so far carried on; and after discussion, the President appointed a special Committee composed of Messrs. Hindes, Brown, White, Murphy and Graham, who upon motion duly made, were authorized to handle all negotiations in this matter, with full authority to sign an option for a lease if found desirable.

No further business appearing, the meeting upon motion adjourned.

  
Fentress Hill  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the "Home," 3400 Laguna Street, San Francisco, on Tuesday, January 17, 1956, immediately following the meeting of Members of the Society.

The President, Mr. Hindes, called the meeting to order.

Present: Barrett G. Hindes, Bradley B. Brown, Ferard Leceister, Fentress Hill, II, C. J. Bradley, George Stimmel and Chalmers G. Graham.

Absent: J. S. Hutchinson, John E. Cushing, Bruce Cornwall, D. J. Murphy, David L. White, and Jos. A. Moore, Jr.

The minutes of the meetings held on December 6, 1955, December 22, 1955, January 5, 1956, and January 12, 1956, were read and approved as recorded.

The President reported that the Building Fund now contained cash or its equivalent of \$520,000.00.

Mr. Brown reported on the question of an investment counsel, and stated the Committee appointed felt no action should be taken at present to employ one, but that at a later date the Committee may make other recommendations.

Mr. Brown, Treasurer, was authorized to select bonds for investment of cash in the Building Fund - the maturities being within two years, at his recommendation.

Mr. Hill was requested to arrange for final audit of Old Peoples' Home up to the date of the merger and have Mr. Hicklin make this audit as formerly. It was considered the fee should not exceed \$200.00.

Farquhar and Heimbucher, C.P.A., were appointed to make the regular audit for the Society for the year 1955.

Authority was given to pay Warren C. Perry \$1,000.00 under his contract as architect.

Mr. Hill was requested to review the agency account with Wells Fargo Bank and along with Mr. Brown, decide whether it should be continued or the securities transferred to safekeeping account at American Trust Co.

No further business appearing, the meeting upon motion adjourned.

Meeting of the Members

San Francisco Ladies' Protection and Relief Society

A special meeting of the members of San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Tuesday, January 17, 1956, at 2:00 o'clock P. M.

Mr. Barrett Hindes, President of the Board of Directors, occupied the Chair and called the meeting to order.

Mr. Hindes stated this was the first meeting of members of the merged Society and read the names of the officers of the Corporation as elected by the Directors to serve until the annual meeting of the Society in May, 1956.

He outlined in general the plans for the future operation of the Society, and Mrs. Perry also addressed the meeting on this subject.

A general discussion was held after question by Mrs. Porter, regarding the suggested general membership in the Society.

The matter of complete revision of the By-Laws was then discussed; and after some consideration, upon motion of Mr. Graham, seconded by Mrs. Porter, it was

RESOLVED, that the Committee appointed for this purpose arrange to have the revised By-Laws ready by the annual meeting in May, for voting on them by the members.

No further business appearing, the meeting upon motion adjourned.

  
Barrett Hindes  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Monday, March 5, 1956, at 2:15 o'clock P. M.

In the absence of the President, Mr. Murphy, Vice President, presided at the meeting and called the meeting to order.

Present: D. J. Murphy, Bradley B. Brown, Fentress Hill, II,  
Bruce Cornwall, Chalmers G. Graham, Jos. A. Moore,  
Jr., and David L. White.

Absent: John E. Cushing, C. J. Bradley, Ferard Leceister,  
George Stimmel, Barrett G. Hindes, and J. S.  
Hutchinson.

The minutes of the special meeting held on January 17, 1956, were read and approved as recorded.

The Chairman stated that a new lease covering the property at Larkin and Pine Streets, San Francisco, has been worked out with Standard Oil Company of California, the term to be ten years at the monthly rental of \$475.00. Upon motion duly made, seconded and carried, approval was given to this lease, a copy of which is attached and made a part of these minutes; and the proper officers of the Society were authorized to execute said lease.

Mr. White reported on progress of the Committee on the Van Ness Avenue property deal, and it was the consensus of opinion of the meeting that the Committee continue negotiations.

Approval was given to the purchase made of \$235,000.00 United States Treasury Bonds for the Building Fund.

Approval was also given to the sale of certain lots near Monterey, California, for \$1,000.00.

The bill of Morrison, Foerster, Holloway, Shuman & Clark, amounting to \$2,000.00, for legal services in connection with the merger, was authorized for payment.

Authority was given to have Farquhar and Heimbucher, C. P. A., provide the necessary figures for the Welfare Exemption Returns to be filed with the City of San Francisco.

No further business appearing, the meeting upon motion adjourned.

Estelle Hines  
Secretary



## **LEASE**

**This Indenture**, dated the 23d day of February, 1956,  
by and between SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY, a  
XX California Non-Profit Corporation, of San Francisco, California  
hereinafter called "Lessor," and STANDARD OIL COMPANY OF CALIFORNIA, a corporation,  
hereinafter called "Lessee,"

**WITNESSETH:**

That for the term and upon the terms and conditions set forth in that certain written lease agreement, bearing date February 23, 1956, from Lessor to Lessee, all of which terms and conditions are hereby made a part hereof, as fully and completely as if herein specifically set out in full, Lessor has leased, demised and let, and does hereby lease, demise and let, unto Lessee, the following described real property, situate, lying and being in the City of San Francisco, County, Precinct or District of San Francisco, State Territory of California, more particularly described as follows. to-wit:

Commencing at the point of intersection of the northerly line of Pine Street with the westerly line of Larkin Street; running thence westerly and along said northerly line of Pine Street 135 feet; thence at a right angle northerly 137' 6"; thence at a right angle easterly 135 feet to the westerly line of Larkin Street; thence southerly and along said westerly line of Larkin Street 137' 6" to the point of commencement. Being part of Western Addition Block No. 15.

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Wednesday, April 11, 1956, at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Mr. Fentress Hill, II, Secretary of the Corporation, acted as secretary of the meeting.

Present: Barrett G. Hindes, Bradley B. Brown, Bruce Cornwall, John E. Cushing, Chalmers G. Graham, Ferard Leiceister, D. J. Murphy, Fentress Hill, II, Jos. A. Moore, Jr., and David L. White

Absent: C. J. Bradley, George Stimmel and J. S. Hutchinson

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on March 5, 1956, were read and approved.

Mr. Hindes reported as to the financial condition of the corporation.

The Board next discussed the matter of consolidating the insurance policies of the corporation. It was the opinion of the Board that future insurance coverage should be handled through one insurance brokerage office; and on motion duly made, seconded and unanimously carried, it was

RESOLVED, that the firms of Coldwell, Banker & Company and Johnson & Higgins each be asked to conduct independent surveys of this corporation's insurance requirements and submit said surveys to this Board for its further deliberations.

Mr. Hindes informed the Board that he had received verbal and written communications from Mrs. Perry, President of the Board of Managers, to the effect that a majority of the Board of Managers had approved the proposed set of new By-Laws for the corporation, which read as follows:

PREAMBLE

Whereas the Old Peoples' Home and the San Francisco Ladies' Protection and Relief Society have been merged and as of November 8, 1955, have become a merged corporation, organized under the laws of the State of California, all by-laws heretofore existing are now repealed and the following adopted this \_\_\_\_\_ day of May, 1956.

ARTICLE I

Name

The name of this Society shall be

**SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.**

ARTICLE II

The object of the Society shall be to render protection and assistance to aged men and women. For this purpose it shall have under its jurisdiction the presently located at 3100 Laguna Street and 2507 N.W. Street, in San Francisco, California, where elderly men and women will be provided with adequate and necessary care.

ARTICLE III

Section 1. The members of this Society shall consist of thirteen members of the Board of Directors and thirty-one members of the Board of Managers of the San Francisco Ladies' Protection and Relief Society, and additional members who shall be elected by a two-thirds majority at any annual meetings. The total membership of the Society shall not be in excess of forty-four nor less than twenty-five and shall consist of the Board of Directors and the Board of Managers.

Section 2. Any member may withdraw entirely from the Society by presenting to it a written resignation; and any member may be expelled or suspended for cause which shall be considered sufficient by the members of this Society duly assembled at any meeting thereof.

Section 3. All voting under Article III shall be by ballot.

Section 4. The Board of Directors shall elect from their own number a President, one or more Vice-Presidents, a Secretary and Treasurer. The President

of the Board of Directors shall be the President of the Society and shall preside at the Annual Meeting of the Society, and the Secretary of the Board of Directors shall be Secretary of the Society.

Section 5. The Board of Managers shall elect from their own number a President, one or more Vice-Presidents, a Recording and Corresponding Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer, and these shall be the respective officers of the said Board of Managers.

#### ARTICLE IV

##### Meetings

Section 1. Regular meetings of the Board of Managers of this Society shall be held on the third Tuesday of each month at the Home at 3400 Laguna Street, San Francisco. Special meetings of the Board of Managers may be called either by the President of the Board of Managers or by the Secretary of the Board of Managers upon filing with her a written request of five of said Managers.

Section 2. The Board of Directors shall hold regular meetings as are provided for in Section 2 of Article VII. Special meetings of the Board of Directors may be called by the President of the Board of Directors or by the Secretary or upon filing with the Secretary of the Society a written request of five of the Directors.

Section 3. The regular annual meeting of the members of the Society shall be held at the Home at 3400 Laguna Street, San Francisco, California, on the first Thursday after the first Tuesday of May of each year at two o'clock in the afternoon, and notice of same must be given by the Secretary of the Society by mailing at least one week prior to said meeting, to each member, addressed to each member at said member's last known place of address, a notice of said meeting; provided, however,

that if the place of residence of any member is not known to the Secretary of the Society, then such notice shall be addressed to said member at the Home, at 3400 Laguna Street, San Francisco, California. Special meetings of the Society shall be called by the President of the Board of Directors or by the President of the Board of Managers, or three of the Directors or five of the Managers upon similar notice as provided for with respect to annual meetings.

#### ARTICLE V

##### Quorum

Section 1. A majority of the members at any meeting of the members of the Society, five of the Directors at any meeting of the Board of Directors, and nine Managers at a meeting of the Board of Managers shall constitute a quorum for the transaction of any business; and a majority of those present at any of said meetings, unless when otherwise provided herein, shall be sufficient for the passage of any resolution or motion or the transaction of any business, except the election of Directors and Managers.

## ARTICLE VI

### Elections

Section 1. At the annual meeting of the members of the Society, the members by a majority vote of those present and by ballot, must elect a Board of not more than thirteen nor less than seven Directors, and a Board of not less than sixteen nor more than thirty-one Managers, each of these Boards to serve for a period of one year and until the election of their successors respectively. The Boards must then organize and elect such respective officers as may be prescribed by law and these by-laws, and such additional officers as they may need.

## ARTICLE VII

### Directors

Section 1. As provided by law, the Directors shall exercise, conduct

and control all the corporate powers, business and property of the Society; but without derogation to these, their legal powers, it shall be their duty in all

important matters, to consult with the Board of Managers as a whole or in committee. At each annual meeting they shall render to the Society a full report of all property,

real and personal, held by the Society, and of the condition of the Society. No member of the Board of Directors shall ever receive compensation for his services.

Section 2. The Board of Directors shall hold regular meetings the first Monday in January, April, July and October of each year at the hour of 4:00 P.M. at any place within the State of California designated from time to time by the Board of Directors. No notice need be given of the regular meetings of the Board of Directors.

Section 3. The Board of Directors may fill any vacancies in its number by appointment by its President, with approval of the majority of its Board. Said

Board may also fill by appointment any vacancies occurring among its officers.

Section 4. The Board of Directors shall appoint a Treasurer from among its own members or from a bank in good standing in San Francisco; and in the case of appointment of one of its members, it shall prescribe the amount and kind of security to be given by the Treasurer for the performance of his duties as such Treasurer, and all transfers of money by the Board of Directors shall be by check signed by the President or Vice-President and countersigned by the Treasurer or Assistant Treasurer of the Board of Directors, and the Board of Directors shall appoint the Attorney and Auditor for the Society.

Section 5. The Board of Directors shall have power from time to time to pay over to the Board of Managers such sum or sums of money as may be necessary for the conduct of the domestic business of the Home or Homes. The President of the

Board of Directors shall designate one member of his Board to work in an advisory capacity with the Finance Committee of the Board of Managers in preparing the yearly budget to cover the needs of the Home and also to anticipate the ordinary expenditures and plan for needed capital improvements. This Committee shall meet every three months or oftener if necessary, and shall serve as a liaison between the Board of Directors and the Board of Managers.

Section 6. The President may appoint an Executive Committee of not less than three nor more than five Directors. All transactions of the Executive Committee shall be regularly reported to the Board of Directors.

Powers of Executive Committee. The Executive Committee shall carry out and administer the policies of the Board of Directors and, subject to such directions as may from time to time be given to it by the Board of Directors, shall perform the duties of said Board between the regular meetings thereof, providing that said Executive Committee shall have no power to purchase, sell, exchange or hypothecate real property.

A majority of the appointed members of the Executive Committee shall constitute a quorum for the transaction of any business at any of its meetings.

#### ARTICLE VIII

##### Board of Managers

Section 1. This Board shall consist of at least sixteen, but not more than thirty-eight members elected annually as provided above. All officers shall be chosen to serve for one year or until their successors shall be elected and qualified. No officer of the Board of Managers shall be re-elected for more than four consecutive terms, so that the total number of consecutive terms any officer shall hold may not exceed five.

Section 2. In order to carry out the objectives of the Society, the Board of Managers shall have power to devise and administer for that end; to make such contracts as may be necessary and to control such funds of the Society as may be necessary and applicable for the maintenance of the Home or Homes, and current expenses generally. They shall make their own standing rules and fill any vacancies in their own Board which may occur between the annual meetings. If any member of the Board shall be absent from three consecutive meetings without any explanation satisfactory to the Board, such member shall be considered as having resigned, and the vacancy caused by such resignation may be filled by the remaining members of the Board. No member of the Board of Managers shall ever receive compensation for his services.

Section 3. The President of the Board of Managers shall preside at the meetings of the Board of Managers. She shall also be an ex-officio member of all standing committees.

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## ARTICLE II

Section 1. On or before the monthly meeting of the Board of Managers shall appoint, subject to the approval of the Managers, the following standing committees and the chairmen thereof from among the Managers. Such appointments shall be for the term of one year and until their successors are duly appointed:

A House Committee, consisting of five or more members.

An Admissions Committee, consisting of three or more members.

A Finance Committee, consisting of three or more members in addition to the Treasurer.

A Policy Committee, consisting of five or more members in

addition to the President of the Board of Managers.

Section 2. The President of the Board of Managers shall be ex-officio member of all such committees.

Section 3. The President of the Board of Managers may appoint such committees as shall from time to time in her discretion become necessary or advisable.

## ARTICLE III

### Duties of Committees of Board of Managers

Section 1. The House Committee shall have the supervision of the physical properties, personnel and operation of the Home, subject to a policy worked out and approved by the Board of Managers. It shall act as an advisory committee to the Superintendent. Said committee shall meet at least once a month for transaction of business. It shall keep a record of its meetings and submit a monthly record to the Board of Managers in regular meeting.

Section 2. The Adision Committee shall pass upon written applications for entrance to the Home and shall inquire into the circumstances and need of the applicants. It shall make a full report in writing of the material facts presented by each individual case to the Board of Managers at their next regular meeting. It shall keep a register wherein shall be entered the names of all applicants, their respective ages, place of birth, residence and persons by whom they are recommended, the dates of their respective applications, time and terms of their admission, and any other facts deemed important for the purposes of the record. The Adision Committee shall report its finding upon each application to the Board of Managers, stating whether a majority of the Committee favor acceptance or rejection of the applicant and upon what terms, provided, however, that by majority vote of the Board of Managers present or at any regular or special meeting, the recommendation of the Adision Committee may be accepted, rejected, altered, amended or over-ruled. The action of the Board of Managers shall govern the acceptance or rejection of each applicant. Nothing in this section

shall be constituted as restricting the power of the Board of Managers to delegate under a definite policy to the Admission Committee the authority to accept members.

Section 3. The Finance Committee shall be responsible for preparing the yearly budget and making recommendations for any extraordinary expenses or capital improvements that may be needed. It shall keep a record of all income and expenses incident to the operation of the Home and shall make a monthly report on the budget to the Board of Managers. It shall serve as a liaison with the Board of Directors regarding the finances of the Home.

Section 4. The Policy Committee shall form such policies as may be needed for the operation of the Home.

Section 5. Vacancies, whether temporary or permanent, occurring in any of the committees provided for by this Article, may be filled by the President of the Board of Managers at her discretion.

#### ARTICLE XI

Section 1. At the regular meeting of the Board of Managers held in the month of February of each year, a Nominating Committee of five members shall be appointed by the President of the Board of Managers with the approval of the Managers, whose duty it shall be to nominate the Board of Managers and Officers for the forthcoming year. Such committee shall present its report in writing at the annual meeting of the Board of Managers.

#### ARTICLE XII

The By-Laws of the Society shall be subject to alterations or repeal, and new By-Laws may be made and adopted by a vote of the members entitled to exercise a majority of the voting power of the Society, or by written assent of such members either at an Annual Meeting of the Society, or at a Special Meeting called for that purpose; provided that notice of proposed changes shall have been submitted to the members at least thirty days prior to the meeting, in writing.

Whereupon on motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, That the said proposed new By-Laws of this corporation be presented to the members of this corporation at their annual meeting on May 3, 1956, with the recommendation of the Board of Directors that they be adopted by the members of the corporation.

Mr. White reported that the negotiations being carried on in connection with the Van Ness Avenue property were progressing satisfactorily and that he was providing the Committee with copies of a Property Lease for their consideration and approval.

The Board then authorized its President and Secretary to transmit the foregoing letter to The Texas Company:

"This constitutes our authority that you may sublease the southeast corner of Post and Franklin Streets, San Francisco, California, from Van Etta Motors, our Lessee, under all of the terms and conditions of its lease with us.

"These premises were leased by you directly from us as Lessors under a lease which expired October 31, 1955. In said lease we had the option of purchasing certain pumps and tanks from you, on a basis described in said lease. This constitutes our waiver of any further right to purchase said pumps and tanks."

Upon motion duly made, seconded and carried, no further business appearing, the meeting was declared adjourned.

  
Fenton Hines  
Secretary

Annual Meeting

San Francisco Ladies' Protection and Relief Society

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The annual meeting of the Members of San Francisco Ladies' Protection and Relief Society, a California non-profit corporation, was held at 3400 Laguna Street, San Francisco, California, on Thursday, the 3rd day of May, 1956, at 2:00 o'clock P.M., pursuant to written notice as required by the By-Laws of the corporation.

Mr. Barrett G. Hides, President of the Board of Directors, called the meeting to order and acted as Chairman thereof; and Mr. Fentress Hill, II, Secretary of the Board of Directors, acted as Secretary of the meeting.

The Chairman announced that a quorum of the Members was present and that the meeting, having been duly convened, was ready to proceed with its business.

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Thereupon, the Chairman called upon Mrs. Warren C. Perry, President of the Board of Managers, who extended a cordial welcome to the Members of the corporation and reviewed the many accomplishments of the Board of Managers during the year ending April 30, 1956.

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The Secretary presented and read to the meeting the minutes of the Special meeting held at 3400 Laguna Street, San Francisco, California, on January 17, 1956, at 2:00 o'clock P.M. On motion duly made, seconded and unanimously carried, the minutes were approved as read.

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Thereupon, the Chairman presented and read to the meeting the Report of the President of the Board of Directors.

Mrs. William H. Nigh, Jr., Secretary of the Board of Managers, presented and read to the meeting the report of the Laguna Street Home operations.

Mrs. Emil Appelman presented and read to the meeting the report of the Pine Street Home operations.

The Secretary presented and read to the meeting the report of the Treasurer.

Thereupon, on motion duly made, seconded and unanimously carried, the above reports were accepted.

The Secretary then presented to the meeting the minute book of the Corporation, containing a record of the contracts, acts, and commitments of the Board of Directors and Officers of the Corporation since the inception of the Corporation.

RESOLVED, That the minutes of the meetings of the Board of Directors of this Corporation since its inception be, and they hereby are, in all respects approved; that the resolutions therein set forth be, and they hereby are, severally adopted, approved, ratified and confirmed; and that all action of every kind taken by any officer or officers of the Corporation, pursuant to any such resolution, action, or authorization, be, and it is, authorized, adopted, approved, ratified and confirmed.

The Chairman stated that a By-Laws Committee had reviewed the By-Laws of the corporation and that the Committee unanimously favored repeal of existing By-Laws of the Corporation. Thereupon, on motion duly made and seconded, the following resolution was unanimously adopted:

RESOLVED, That the By-Laws adopted May 18, 1955, including all By-Laws heretofore adopted, be, and they are hereby, vacated, abrogated, and repealed, and that there be this day adopted as the By-Laws of the Corporation the By-Laws presented and read to this meeting, and that a copy thereof be spread upon the face of the minutes.

The Members next unanimously elected the following men to serve as the Board of Directors for the ensuing year:

Bruce Cornwall  
Chalmers G. Graham  
Barrett G. Hindes  
Ferard Leicester  
D. J. Murphy  
C. J. Bradley  
Bradley B. Brown  
James S. Hutchinson  
Joseph A. Moore, Jr.  
George Stimmel  
David L. White  
Fentress Hill, II

The Members next unanimously elected the following women to serve as the Board of Managers for the ensuing year:

Mrs. Warren C. Perry  
Mrs. Charles B. Porter  
Mrs. Philip F. Landis  
Mrs. E. E. Blackie  
Miss Helen Bridge  
Mrs. William E. Hilbert  
Mrs. William H. Nigh, Jr.  
Mrs. Emil Appelman  
Mrs. Mortimer Smith  
Mrs. John T. Stephenson

Miss Edith W. Allyne  
Mrs. Gilbert M. Barrett  
Mrs. George L. Bean  
Mrs. William K. Bowes  
Mrs. Edwin L. Bruck  
Mrs. Leo D. Byrne  
Mrs. Donald Craig  
Mrs. A. C. Griffith  
Mrs. Thomas W. Hickey, Jr.  
Mrs. Edwin V. Krick  
Mrs. J. W. Leavitt  
Mrs. Ralph Lyon  
Mrs. Melanie L. Matignon  
Mrs. John J. Miller, Jr.  
Miss Elizabeth J. Rolph  
Mrs. Charles Edward Smith  
Mrs. Stuart F. Smith  
Mrs. James W. Towne  
Miss Edith Walkup  
Mrs. E. W. Wilson  
Mrs. Margaret Zane

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Honorary Members

Mrs. Reginald Knight Smith

Miss Lottie Woods

There being no further business to come before the meeting, upon  
duly made, seconded and unanimously carried the meeting was declared

closed

Secretary

## PROVISIONS

Whereas the Old Peoples' Home and the San Francisco Ladies' Protection and Welfare Society have been merged and as of November 8, 1955, have become a merged corporation, organized under the laws of the State of California, all by-laws, by-laws existing and now repealed and the following adopted this 3rd day of Nov., 1955.

### ARTICLE I

#### Name

The name of this Society shall be

#### SAN FRANCISCO LADIES' PROTECTION AND WELFARE SOCIETY.

### ARTICLE II

The object of the Society shall be to render protection and assistance to aged men and women. For this purpose it shall have under its jurisdiction the Home presently located at 3420 Lehigh Street and 2507 Pine Street, in San Francisco, California, where elderly men and women will be provided with adequate and necessary care.

### ARTICLE III

Section 1. The members of this Society shall consist of thirteen members of the Board of Directors and thirty-one members of the Board of Managers of the San Francisco Ladies' Protection and Welfare Society. The total membership of the Society shall not be in excess of twenty-four nor less than twenty-five and shall consist of the Board of Directors and the Board of Managers.

Section 2. Any member may withdraw entirely from the Society by presenting to it a written resignation; and any member may be expelled or suspended for cause which shall be considered sufficient by the members of this Society duly assembled at any meeting thereof.

Section 3. All voting under Article III shall be by ballot.

Section 4. The Board of Directors shall elect from their own number a President, one or more Vice-Presidents, a Secretary and Treasurer. The President of the Board of Directors shall be the President of the Society and shall preside at the Annual Meeting of the Society, and the Secretary of the Board of Directors shall be Secretary of the Society.

Section 5. The Board of Managers shall elect from their own number a President, one or more Vice-Presidents, a Recording and Corresponding Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer, and these shall be the

pective officers of the said Board of Managers.

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ARTICLE IV  
Meetings

Section 1. Regular meetings of the Board of Managers of this Society shall be held on the third Tuesday of each month at the Home at 3400 Laguna Street, in Francisco. Special meetings of the Board of Managers may be called either by the President of the Board of Managers or by the Secretary of the Board of Managers upon filing with her a written request of five of said Managers.

Section 2. The Board of Directors shall hold regular meetings as are provided for in Section 2 of Article VII. Special meetings of the Board of Directors may be called by the President of the Board of Directors or by the Secretary upon filing with the Secretary of the Society a written request of five of the

directors.

Section 3. The regular annual meeting of the members of the Society shall be held at the Home at 3400 Laguna Street, San Francisco, California, on the first Thursday after the first Tuesday of May of each year at two o'clock in the afternoon, and notice of same must be given by the Secretary of the Society by mailing at least one week prior to said meeting, to each member, addressed to each member at said member's last known place of address, a notice of said meeting; provided, however, that if the place of residence of any member is not known to the Secretary of the Society, then such notice shall be addressed to said member at the Home, at 3400 Laguna Street, San Francisco, California. Special meetings of the Society shall be called by the President of the Board of Directors or by the President of the Board of Managers, or three of the Directors or five of the Managers upon similar notice as provided for with respect to annual meetings.

ARTICLE V  
Quorum

Section 1. A majority of the members at any meeting of the members of the Society, five of the Directors at any meeting of the Board of Directors, and nine Managers at a meeting of the Board of Managers shall constitute a quorum for the transaction of any business; and a majority of those present at any of said meetings, unless otherwise provided herein, shall be sufficient for the passage of any resolution or motion or the transaction of any business, except the election of Directors and Managers.

Section 1. At the annual meeting of the members of the Society, the members by a majority vote of those present and by ballot, must elect a Board of more than thirteen nor less than seven Directors, and a Board of not less than fifteen nor more than thirty-one Managers, each of these Boards to serve for a period of one year and until the election of their successors respectively. The Board must then organize and elect such respective officers as may be prescribed by law and these by-laws, and such additional officers as they may need.

ARTICLE VII.

Directors

Section 1. As provided by law, the Directors shall exercise, conduct and control all the corporate powers, business and property of the Society; but without derogation to these, their legal powers, it shall be their duty in all important matters, to consult with the Board of Managers as a whole or in committee. Each annual meeting they shall render to the Society a full report of all property, real and personal, held by the Society, and of the condition of the Society. Member of the Board of Directors shall ever receive compensation for his services.

Section 2. The Board of Directors shall hold regular meetings the first Monday in January, April, July and October of each year at the hour of 4:00 P.M. at any place within the State of California designated from time to time by the Board of Directors. No notice need be given of the regular meetings of the Board of Directors.

Section 3. The Board of Directors may fill any vacancies in its number by appointment by its President, with approval of the majority of its Board. Said card may also fill by appointment any vacancies occurring among its officers.

Section 4. The Board of Directors shall appoint a Treasurer from among its own members or from a bank in good standing in San Francisco; and in the case of appointment of one of its members, it shall prescribe the amount and kind of security to be given by the Treasurer for the performance of his duties as such Treasurer, and all transfers of money by the Board of Directors shall be by check signed by the President or Vice-President and countersigned by the Treasurer or Assistant Treasurer of the Board of Directors, and the Board of Directors shall appoint the attorney and auditor for the Society.

Section 5. The Board of Directors shall have power from time to time to confer to the Board of Managers such sum or sums of money as may be necessary for the conduct of the domestic business of the Home or Homes. The President of the Board of Directors shall designate one member of his Board to work in an advisory capacity with the Finance Committee of the Board of Managers in preparing the budget to cover the needs of the Home and also to anticipate any extra-ordinary expenditures and plan for needed capital improvements. This Committee shall meet every three months or oftener if necessary, and shall serve as a liaison between the Board of Directors and the Board of Managers.

Section 6. The President may appoint an Executive Committee of not less than three nor more than five Directors. All transactions of the Executive Committee shall be regularly reported to the Board of Directors.

Powers of Executive Committee. The Executive Committee shall carry out and administer the policies of the Board of Directors and, subject to such directions as may from time to time be given to it by the Board of Directors, shall perform the duties of said Board between the regular meetings thereof, providing that said Executive Committee shall have no power to purchase, sell, exchange or hypothecate real property.

A majority of the appointed members of the Executive Committee shall constitute a quorum for the transaction of any business at any of its meetings.

#### ARTICLE VIII

##### Board of Managers

Section 1. This Board shall consist of at least sixteen, but not more than thirty-one members elected annually as provided above. All officers shall be chosen to serve for one year or until their successors shall be elected and qualified. No officer of the Board of Managers shall be re-elected for more than four consecutive terms, so that the total number of consecutive terms any officer shall hold may not exceed five.

Section 2. In order to carry out the objectives of the Society, the Board of Managers shall have power to devise and administer for that end; to make such contracts as may be necessary and to control such funds of the Society as may be necessary and applicable for the maintenance of the Home or Homes, and current expenses generally. They shall make their own standing rules and fill any vacancies in their own Board which may occur between the annual meetings. If any member of the Board shall be absent from three consecutive meetings without any explanation

satisfactory to the Board, such member shall be considered as having resigned; and  
vacancy caused by such resignation may be filled by the remaining members of  
the Board. No member of the Board of Managers shall ever receive compensation for  
services.

Section 3. The President of the Board of Managers shall provide at the  
meetings of the Board of Managers. She shall also be an ex officio member of all  
standing committees.

Section 4. The first Vice-President of the Board of Managers shall preside  
at any meeting in the absence of its President, or in her failure to act, and  
the duties of the President shall devolve successively upon the  
second and third Vice-Presidents respectively.

Section 5. The Treasurer of the Board of Managers shall have charge of  
all funds turned over to the Board of Managers by the Board of Directors, subject  
to the order of the Board of Managers, and shall cause to be kept an accurate account  
of all receipts and expenditures and shall report their amount at the monthly meet-  
ings and also at the Annual Meeting of the Society. All checks must have two  
signatures: the President, Vice Presidents, and Treasurer, respectively of the

Board of Managers, and other person or persons designated by the Board of Managers  
are qualified to sign checks. All persons signing checks shall be bonded.

Section 6. There shall be an Executive Committee, consisting of the duly  
elected officers of the Board of Managers and the Chairman of the standing commit-  
tees.

Section 7. The Recording Secretary of the Board of Managers shall keep  
a record of the proceedings of every meeting and make an annual report.

Section 8. The Corresponding Secretary of the Board of Managers shall  
handle such correspondence as may be delegated to him or her.

Section 9. The Board of Managers shall select and appoint the Superin-  
tendent or Superintendents of the Home or Homes, and all employees necessary to the  
management of the Home and shall fix the salary of such appointees and employees  
with full power of removal when it is deemed for the best interests of the Home;  
provided that the authority to employ and fix salaries with the power of removal of  
all employees subordinate to the Superintendent or Superintendents, may be delegated  
by the Board to the Superintendent under such terms and regulations as the Board by  
resolution may provide.

Section 10. The Board of Managers shall formulate and enforce all rules  
and regulations for the administration of the Home or Homes, and the conduct of its

ents, and may delegate any of such powers to the Superintendent. They shall rules for the admission of applicants. They shall pass upon applications for admission to the Home.

Section 11. The Board of Managers may adopt from time to time such rules and regulations not inconsistent with these by-laws as the Board may deem necessary.

#### ARTICLE IX

Section 1. On or before the monthly meeting of the Board of Managers following the annual meeting of the Society, the President of the Board of Managers shall appoint, subject to the approval of the Managers, the following managing committees and the chairman thereof from among the Managers. Such appointments shall be for the term of one year and until their successors are duly appointed:

A House Committee, consisting of five or more members.

An Admissions Committee, consisting of three or more members.

A Finance Committee, consisting of three or more members in addition to the Treasurer.

A Policy Committee, consisting of five or more members.

Section 2. The President of the Board of Managers shall be ex-officio member of all such committees.

Section 3. The President of the Board of Managers may appoint such committees as shall from time to time in her discretion become necessary or advisable.

#### ARTICLE X

##### Duties of Committees of Board of Managers

Section 1. The House Committee shall have the supervision of the physical properties, personnel and operation of the Home, subject to a policy worked out and approved by the Board of Managers. It shall act as an advisory committee to the Superintendent. Said committee shall meet at least once a month for transaction of business. It shall keep a record of its meetings and submit a monthly record to the Board of Managers in regular meeting.

Section 2. The Admissions Committee shall pass upon written applications for entrance to the Home and shall inquire into the circumstances and needs of the applicants. It shall make a full report in writing of the material facts presented and individual case to the Board of Managers at their next regular meeting. It shall keep a register wherein shall be entered the names of all applicants, their wife age, place of birth, residence and persons by whom they are recommended,

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es of their respective applications, time and terms of their administration; and  
other facts deemed important for the purposes of the record. The Administrator,  
shall report its finding upon each application to the Board of Managers,  
whether a majority of the Committee favor acceptance or rejection of the  
application and upon what terms, provided, however, that by majority vote of the  
Managers present or at any regular or special meeting, the recommendation  
of the Committee may be accepted, rejected, altered, amended or over-  
ruled.

The action of the Board of Managers shall govern the acceptance or rejec-  
tion of each applicant. Nothing in this section shall be construed as restricting  
the Board of Managers to delegate under a definite policy to the  
Committee the authority to accept members.

Section 3. The Finance Committee shall be responsible for preparing the  
budget and making recommendations for any extraordinary expenses or capital  
expenditures that may be needed. It shall keep a record of all income and expenses  
pertaining to the operation of the Home and shall make a monthly report on the budget  
to the Board of Managers. It shall serve as a liaison with the Board of Directors  
regarding the finances of the Home.

Section 4. The Policy Committee shall form such policies as may be  
for the operation of the Homes.

Section 5. Vacancies, whether temporary or permanent, occurring in any  
committees provided for by this Article, may be filled by the President of  
the Board of Managers at her discretion.

#### ARTICLE XI

Section 1. At the regular meeting of the Board of Managers held in the  
month of February of each year, a Nominating Committee of five members shall be  
appointed by the President of the Board of Managers with the approval of the  
members, whose duty it shall be to nominate the Board of Managers and Officers  
for the forthcoming year. Such committee shall present its report in writing at  
the annual meeting of the Board of Managers.

#### ARTICLE XII

*The By-Laws of the Society shall be subject to alterations or revision,  
or By-Laws may be made and adopted by a vote of the members entitled to  
a majority of the voting power of the Society, or by written assent of*

all members either at an Annual Meeting of the Society, or at a Special Meeting  
called for that purpose; provided that notice of proposed changes shall have been  
submitted to the members at least thirty days prior to the meeting, in writing.

Directors present: Bruce Cornwall, Chalmers G. Graham,  
Fentress Hill, II, Barrett G. Hindes, Ferard  
Leicester, D. J. Murphy.

Directors absent: C. J. Bradley, Bradley B. Brown, James S.  
Hutchinson, Joseph A. Moore, Jr., George  
Stimmel, David L. White.

On motion, duly made, seconded and carried, Mr. Fentress Hill, II,  
was chosen temporary Chairman and Secretary of the meeting.

The Chairman announced that a quorum of the Directors was present and  
that the meeting, having been duly convened, was ready to proceed with its  
business.

The minutes of the special meeting of Directors held on Wednesday,  
April 11, 1956, were approved.

The Chairman stated that the next order of business was the election of  
officers, to serve until their respective successors are chosen and qualify.  
Thereupon, on motion duly made, seconded and unanimously carried, the follow-  
ing were duly elected to the office indicated after the name of each:

Barrett G. Hindes  
D. J. Murphy

President  
Vice President

~~James E~~  
Secretary

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A special meeting of the Board of Directors of the New Haven, Boston and Farmington Railroad was held at the office of the President, New Haven, Conn., on Friday evening, March 1, 1861.

12. BOSTON, MASS.—  
13. NEW YORK CITY  
14. NEW YORK CITY  
15. NEW YORK CITY

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Mr. Tamm reported that the Mass League had organized three successful fasts this summer and expected more. Mr. Tamm also reported that the Congress had passed the Civil Rights Bill.

17  
2015-09-14

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

VED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depositary  
nds of this Corporation, and that checks or drafts withdrawing said funds may be signed  
TWO ( 2 ) of the following:

FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY.  
DIRECTORS' ACCOUNT.

| NAME                  | TITLE          |
|-----------------------|----------------|
| 1. Barrett G. Hindes  | President      |
| 2. D. J. Murphy       | Vice President |
| 3. Fentress Hill, II. | { Secretary    |
| 4.                    | { Treasurer    |
| 5.                    |                |
| 6.                    |                |

IER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay  
all checks and drafts of this corporation signed as provided herein, whether or not payable  
rson or persons signing them; and that checks, drafts, bills of exchange, and other evidences  
edness may be endorsed for deposit to the account of this corporation by any of the foregoing  
y other employee or agent of this corporation, and may be endorsed in writing or by stamp  
or without the designation of the person so endorsing.

IER RESOLVED: that the authority hereby conferred shall remain in force until written  
the revocation thereof by the Board of Directors of this Corporation shall have been received  
pository at the office at which the account is kept; and that the certification of the secretary  
sistant secretary as to the continuing authority of this resolution and the persons authorized  
nd their signatures, shall be binding upon this corporation."

reby certify that the foregoing is a true and correct copy of a resolution adopted by the Board  
tors of this corporation at a meeting of said Board regularly held on the 26th  
June 1956, and that said resolution is still in full force and effect.

rther certify that the signatures appearing on the reverse side of this card are the signatures  
ersons authorized to sign for and on behalf of this corporation.  
ess my hand and the seal of this corporation this 26th day of June, 1956

(SEAL)

Secretary  
San Francisco Ladies' Protection  
and Relief Society - Directors A/c.  
Name of Corporation

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

ED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depository  
of this Corporation, and that checks or drafts withdrawing said funds may be signed  
to ( 2 ) of the following:

| NAME               | TITLE          |
|--------------------|----------------|
| Barrett G. Hindes  | President      |
| D. J. Murphy       | Vice President |
| Fentress Hill, ll, | Treasurer      |
|                    |                |
|                    |                |
|                    |                |
|                    |                |

R RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay  
checks and drafts of this corporation signed as provided herein, whether or not payable  
on persons signing them; and that checks, drafts, bills of exchange, and other evidences  
of credit may be endorsed for deposit to the account of this corporation by any of the foregoing  
or other employee or agent of this corporation, and may be endorsed in writing or by stamp  
or without the designation of the person so endorsing.

R RESOLVED: that the authority hereby conferred shall remain in force until written  
revocation thereof by the Board of Directors of this Corporation shall have been received  
notarized at the office at which the account is kept; and that the certification of the secretary  
or assistant secretary as to the continuing authority of this resolution and the persons authorized  
to their signatures, shall be binding upon this corporation."

I certify that the foregoing is a true and correct copy of a resolution adopted by the Board  
of this corporation at a meeting of said Board regularly held on the 26<sup>th</sup>  
June, 1956, and that said resolution is still in full force and effect.

I further certify that the signatures appearing on the reverse side of this card are the signatures  
of the persons authorized to sign for and on behalf of this corporation.

In my hand and the seal of this corporation this \_\_\_\_\_ day of July, 1956

(SEAL)

Fentress Hill, ll,  
Secretary  
San Francisco Ladies' Protection  
and Relief Society.  
Name of Corporation

LOCKER FIRST NATIONAL BANK

FIRST WESTERN BANK AND TRUST COMPANY  
Resolution Authorizing Signing of Checks

115500

Francisco Ladies' Protection and Relief Society  
(Exact Corporate Name)

RESOLVED, That First Western Bank and Trust Company, a corporation, be and it is hereby made a depository for the funds of this Corporation, that accounts shall be governed by the regulations, By-Laws and Practices, present and future, of the Bank, including interest, charges, and all other matters whether the same as or different therefrom, and that, as so specified, the following officers of this Corporation, who have been duly and regularly elected or appointed:

| NAME               | TITLE          |
|--------------------|----------------|
| Barrett G. Hindes  | President      |
| D. J. Murphy       | Vice President |
| Fentress Hill, 11. | Treasurer      |

(Indicate which of the above must sign. Thus: any one; any two; or 1 and 2 or 3, etc.)

any two of the above.

We are hereby authorized to withdraw said funds from said depository on the check of the Corporation, signed and that the said officers authorized to withdraw funds be and they are hereby authorized to endorse and amount of bills and notes payable to the Corporation, and the said First Western Bank and Trust Company is authorized to pay any such instruments so endorsed and presented to it for payment, including those drawn to dual order of any officer or other person authorized to sign the same: and be it

REVERSED: That said authority hereby conferred shall remain in full force until written notice of the same by the Board of Directors of this Corporation shall have been received by said depository, and that the same and he is hereby authorized and directed to deliver to the Bank a certified copy of this resolution and to the Bank the true and correct signatures of the above-named officers.

Secretary's Certificate

Fentress Hill, 11 - - - do hereby certify that I am the limited, qualified and acting Secretary of

Francisco Ladies' Protection and Relief Society

an organization and existing under and by virtue of the laws of the State of California, and I further certify that the foregoing is a full, true and correct copy of a resolution adopted at a meeting of the Board of Directors of the

same duly and regularly held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_, at the office of the Directors of the said corporation were present and acting, and I further certify that said Resolution is in full force and effect and has not been vacated or set aside and that the signatures of the respective officers appearing on the reverse side hereof are the true signatures of the respective officers whose signatures purport to be.

SECRETARIAL SEAL

Secretary of the above-named corporation.

ROCKER FIRST NATIONAL BANK  
OF SAN FRANCISCO

hereby certify that the following are full, true and correct copies of resolutions duly  
by the Board of Directors of San Francisco Ladies' Protection and  
Relief Society -  
ation, at a special meeting of said Board of Directors duly and  
called, noticed and held at the office of said corporation on the.....

, 19.....; that at said meeting there was present a quorum  
Board of Directors; and that said resolutions are duly recorded and appear in the  
of the proceedings of said Board of Directors:

SOLVED, that the CROCKER FIRST NATIONAL BANK OF SAN FRANCISCO  
is hereby, selected as a depositary for the funds of this corporation, and that

|                    |                |
|--------------------|----------------|
| (Name)             | (Office)       |
| Barrett G. Hindes  | President      |
| D. J. Murphy       | Vice President |
| Fentress Hill, 11. | Treasurer      |

they are, and any two of them is (are) authorized and empowered to draw checks  
or checks payable to their own order or to bearer) upon said depositary against the  
of this corporation with said depositary, and to endorse in the name of this corpora-  
receive payment of, all checks, drafts and commercial paper payable to this corpora-  
as payee or endorsee;

SOLVED, further, that said authority hereby conferred shall remain in full force and  
until it shall have been revoked and until a formal written notice of such revocation  
be given to and received by said Crocker First National Bank of San Francisco;

SOLVED, further, that the certification of the said President and Secretary of this  
ion as to the election and appointment of persons so authorized to sign such checks  
to the signatures of such persons shall be binding upon this corporation;

SOLVED, further, that the said President and Secretary of this corporation be, and  
hereby, authorized and directed to deliver to said Crocker First National Bank of  
nico a copy of these resolutions properly certified by them."

further certify that said resolutions have not been annulled or revoked, but are still in  
ce and effect.

further certify, in accordance with the authority conferred upon us by the aforesaid  
ns, that

|                   |  |
|-------------------|--|
| Barrett G. Hindes |  |
| Fentress Hill, 11 |  |
| President         |  |
| Treasurer         |  |

and  
at the signatures on the reverse side of this card are the signatures of said persons to  
nized by said Crocker First National Bank of San Francisco.

WITNESS WHEREOF, we have hereunto set our hands and the corporate seal of said  
Francisco Ladies' Protection and Relief Society

day of July 1956

B. G. Hindes

President.

Fentress Hill, 11.

Secretary.

Or San Francisco Ladies' Protection and  
Relief Society

ety

San Francisco,  
of the American  
Corporation, on

tion, preside  
Corporation,

DEPARTMENT  
Enterprise H  
Enterprise H  
Enterprise H

D. J. Murphy  
B. G. Hindes

SAVINGS 39532

AUTHORIZATION FOR SIGNING CHECKS  
AND TRANACTING OTHER BUSINESS

NATIONAL BANK OF SAN FRANCISCO:

undersigned President and Secretary respectively, of  
**LADIES PROTECTION & RELIEF SOCIETY**  
**ONE LODGE**  
(Name of Lodge, Association or Society Here)

that at a meeting regularly held on \_\_\_\_\_, 19\_\_\_\_\_, the  
named persons were elected or appointed the **OFFICERS**  
(Trustees or Officers)

TYPE OR PRINT NAME AND TITLE OF ALL TRUSTEES OR OFFICERS

| NAME               | TITLE          |
|--------------------|----------------|
| B. G. Hindes       | President      |
| Murphy             | Vice President |
| Fentress Hill, 11. | Treasurer      |

virtue of the authority vested in them by the Constitution, By-Laws  
any two (2) - - of them are authorized  
(Indicate number authorized)

to transact business of any character whatsoever in connection  
with accounts of said organization may have with the  
**NATIONAL BANK OF SAN FRANCISCO.**

We certify that the signatures appearing on the reverse side hereof  
are signatures of the above authorized persons; and that their  
signatures will continue in force until advised in writing to the contrary, signed  
by authorized officers of our organization, is delivered to and accepted  
by said bank.

INNESS WHEREOF, we have hereunto set our hands and official  
9th day of July, 19 56

|                    |           |
|--------------------|-----------|
| B. G. Hindes       | President |
| Fentress Hill, 11. | Secretary |

e., of them are" OR

Directors' Meeting  
to Ladies' Protection and Relief Society

Meeting of the Board of Directors of the San Francisco  
and Relief Society was held at the office of the American  
California Street, San Francisco, California, on  
256, at 2:15 o'clock P. M.

ett G. Hindes, President of the Corporation, presided  
Mr. Fentress Hill, II, Secretary of the Corporation,  
of the meeting.

SAVINGS DEPARTMENT

Centres Hill, 11.

Penetrates H111. II.

D. J. Matyja

B. G. Haines

President

Vice President

Treasurer

S. II. 4.

Society, Etc.  
DIRECTORS ACCT. **PAV 2952**  
The Bank and Depositor are defined by the laws of the State of California and of  
the City of San Francisco; this account as a service charge for each month wherein the  
amount of cash drawn on this account or checks drawn is excessive, is hereby authorized.  
In case the number of checks drawn is excessive, it will be necessary to furnish  
evidence by regular mail statements and cancelled checks to me, or us, at the last  
date of the month, before account is settled.

1900 CALIFORNIA NATIONAL ASSOCIATION

Finally, early in the morning, I was wakened by a sharp, short, shrill cry.

Intress Hov, m.

San Francisco Earthquake

My two old times are -

and to have other instruments made, and to exchange and deliver such persons and other instruments, provided that the same may be delivered to the treasury, except by the proper officer, or to whom this money is given.

*Our bands and the rest of us*

11. B. B. Ringer

President

Only truly the *longest* of time  
can tell what will be.

Directors' Meeting  
Ladies' Protection and Relief Society

eting of the Board of Directors of the San Francisco Relief Society was held at the office of the American California Street, San Francisco, California, on 18, at 2:15 o'clock P.M.

Mr. G. Hindes, President of the Corporation, presided  
Mr. Fentress Hill, II, Secretary of the Corporation,  
at the meeting.

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The Chairman next read a letter from Mr. Warren Perry, written in connection with the bids for the construction of the new addition to the Laguna Street Building. He further advised the Board of the amount of each bid received from the various contractors. After the Board had thoroughly discussed this matter, upon motion duly made, seconded and unanimously carried, it was:

RESOLVED, That all of the details concerning the construction, materials, contracts, financial responsibility of contractors, letting of contracts and proceeding with the business of building the new wing on the Laguna Street Building shall be referred to the Building Committee and that said Committee shall be authorized, with the approval of its Chairman, Mr. Barrett Hindes, to instruct the Officers of this corporation to execute any and all documents which said Committee has approved in connection with the construction of the said new wing of the Laguna Street Building.

The Secretary reported that he had reviewed the insurance proposals submitted by Coldwell, Banker & Company and Johnson & Higgins. He advised the Board that both proposals were practically the same, but that in his opinion Coldwell, Banker & Company had submitted the best plan. Thereupon, on motion duly made, seconded and unanimously carried, Coldwell, Banker & Company were designated Insurance Brokers for this Corporation, and Directors White and Hill were appointed as the Insurance Committee, to do all things necessary to consolidate the insurance program of this Corporation.

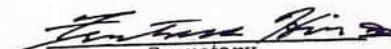
The Treasurer stated that new signature authorizations for the Corporation's various bank accounts should be prepared and forwarded to the banks. Thereupon, on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That new signature cards be given all the banks in which the Corporation has funds on deposit, and that checks, drafts and orders for payment of funds may be endorsed and signed by any two of the following officers:

|                   |                |
|-------------------|----------------|
| B. G. Hindes      | President      |
| D. J. Murphy      | Vice President |
| Fentress Hill, II | Treasurer      |

The Chairman requested the members of the Investment Counsel Committee to meet, for the purpose of reviewing its past recommendation concerning the possible retention of an investment counsel for the Corporation.

There being no further business to come before the meeting, upon motion duly made, seconded and carried, the meeting was declared adjourned.

  
Barrett Hindes  
Secretary

1.7/57

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, August 16, 1956, at 2:15 o'clock P.M.

Mr. Barrett G. Hines, President of the corporation, presided at the meeting, and Fentress Hill, II, Secretary of the corporation, acted as Secretary of the meeting.

Directors present: Barrett G. Hines, Bruce Cornwall, Bradley B. Brown, Joseph A. Moore, Jr., David L. White and Fentress Hill, II

Directors absent: Chalmers G. Graham, Ferard Leicester, D. J. Murphy, C. J. Bradley, James S. Hutchinson and George Stimmel

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of Special Meeting of the Directors held on June 26, 1956, were approved as written.

The Treasurer reported as to the cash position of the corporation.

The President reported the sale of 1,600 shares Crocker-Anglo National Bank common stock at a price of 34 net to the corporation.

Director White then reported that he had completed negotiations for the sale of the corporation's property located at Pine and Larkin Streets, San Francisco, to Ruth Siversen for the sum of \$66,500.00. Thereupon, on motion duly made, seconded and carried, said sale was ratified, approved and confirmed.

Director Hill next reported to the Board that he had obtained bids from four San Francisco banks in connection with their establishing an Agency Account for this corporation to handle its securities. After thoroughly discussing this matter, it was the opinion of the Board that the Wells Fargo Bank be appointed Agent. Director Hill was authorized to proceed with the necessary arrangements to set up said account.

The President then reported to the Board as to the progress being made on the addition to our Laguna Street building. He further advised the Board that he had obtained a rough estimate of the cost of adding a fourth floor to the new wing, which ranged from \$61,000.00 for a roughed in job to \$123,660.00 for a completed job.

The President next asked Director Brown if he would prepare a list of recommendations for the Board's future consideration as to the corporation's holdings in common stocks.

The Treasurer reported that since the merger between this Society and the Old Peoples' Home there had been no resolutions passed for the transaction of the corporation's dealings in securities. Therefore, on motion duly made, seconded and unanimously passed, the following resolutions were adopted:

RESOLVED: That any two of the following officers, to wit: President, Vice Presidents, Treasurer, Secretary or Assistant Secretary of this Corporation be, and they hereby are, fully authorized and empowered to transfer, convert, endorse, sell, assign, set over and deliver any and all shares of stock, bonds, debentures, notes, subscription warrants, stock purchase warrants, evidences of indebtedness or other securities now or hereafter standing in the name of or owned by this Corporation, and to make, execute and deliver, under the corporate seal of this Corporation, any and all written instruments of assignment and transfer necessary or proper to effectuate the authority hereby conferred.

FURTHER RESOLVED: That whenever there shall be annexed to any instrument of assignment and transfer, executed pursuant to and in accordance with the foregoing resolution, a certificate of the Secretary or an Assistant Secretary of this Corporation in office at the date of such certificate, and such certificate shall set forth these resolutions and shall state that these resolutions are in full force and effect and shall also set forth the names of the persons who are then officers of this Corporation, then all persons to whom such instrument with the annexed certificate shall thereafter come, shall be entitled, without further inquiry or investigation and regardless of the date of such certificate, to assume and to act in reliance upon the assumption that the shares of stock or other securities named in such instrument were theretofore duly and properly transferred, endorsed, sold, assigned, set over and delivered by this Corporation, and that with respect to such securities the authority of these resolutions and of such officers is still in full force and effect.

There being no further business to come before the meeting, upon motion duly made, seconded and carried, the meeting was declared adjourned.

  
Fentress Hill  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, September 6, 1956, at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and in the absence of Fentress Hill, II, Secretary of the corporation, Mr. D. J. Murphy acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Joseph A. Moore, Jr., David L. White, Chalmers G. Graham, Ferard Leicester, C. J. Bradley and D. J. Murphy.

Directors absent: James S. Hutchinson, George Stimmel and Fentress Hill, II.

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

At the request of the President, Mr. Bradley Brown commented at some length on his survey of the Investment Portfolio, copies of which had been given to each Director. Suggestions and opinions were then sought from the members of the Board; and after considerable discussion, the President requested each Director to send to Mr. Brown in writing before September 14, next, his views on the proposed changes. The question of the value of appointing an investment counsel was again brought up, and it was agreed that after the present survey is completed, a decision be then reached as to the necessity of employing one.

Mr. White then reported on progress in the Van Ness Avenue option deal. He read a letter from Mr. Sammons, enclosing preliminary plans and pictures of suggested development there. On motion of Mr. Brown, seconded by Mr. Leicester, Mr. White was authorized to draft a letter to Mr. Sammons, with the assistance of Mr. Leicester, advising him that the preliminary layout plans now before us be approved.

In the matter of the building addition to the Laguna "Home", the President read a letter which has been sent by the Board of Managers to Mr. Max Thelen, attorney for the Cowell Estate, in which a request was made that the Cowell estate make a donation to the Society, to the extent of adding a fourth floor to the addition now being built. The President also quoted from a letter from the Board of Managers and a resolution passed by them, urging that the fourth floor be added at this time. The President commented briefly on a statement prepared by [unclear] on this subject.

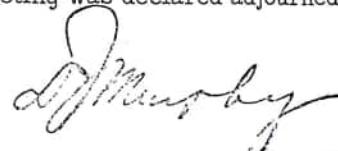
Oct 11<sup>th</sup> for a

On motion of Mr. Moore, seconded by Mr. Cornwall, approval was given to have a smoke tower built into the new addition, in accordance with request contained in letter from Mrs. Perry, the cost to approximate \$8,000.00, the President to use his discretion as to when he will advise the contractor of this decision.

Mr. White was requested to communicate with Van Etta Motors regarding the sub-letting, under the terms of our lease with them, of certain facilities through Texas Company and to grant them such permission.

The President reminded the Board that a vacancy still existed on the Board and consideration should be given to filling it.

There being no further business to come before the meeting, upon motion duly made, seconded and carried, the meeting was declared adjourned.



\_\_\_\_\_  
Secretary pro tem

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Friday, October 5, 1956, at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting, and Mr. Fentress Hill, II, Secretary of the corporation, acted as the secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Chalmers G. Graham, David L. White, Fentress Hill, II

Directors absent: James S. Hutchinson, D. J. Murphy, Ferard Leicester, C. J. Bradley, Joseph A. Moore, Jr., George Stimmel.

A quorum of the Directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The Chairman told the Board that the Trustees of the Cowell Estate had advised the corporation that the Cowell Estate had no funds presently available to give to the corporation for the purpose of constructing a fourth floor to its Laguna Street addition. He further informed the Board that after conferences with Mr. Warren Perry and Mr. Summers the estimated cost of adding a fourth floor to the wing of the Laguna Street property would be approximately \$140, 000.00. Thereupon, the President advised the Board that he had invited Mrs. Warren Perry, Mrs. Charles B. Porter and Mrs. Donald Craig to this meeting, for the purpose of allowing them to acquaint this Board with the views of the Board of Managers in connection with adding another floor to the Laguna Street wing. Thereupon the ladies presented to the Board their unanimous approval and recommendation that it was economically sound to add a fourth floor to said wing. Having given their reports, the ladies, with the thanks of the Board, departed.

The Chairman stated that he would like to have all the members at the meeting express their thoughts as to the question of constructing a fourth floor. After a thorough discussion of this subject, on motion of Mr. Bradley B. Brown, seconded by Mr. Chalmers Graham, the following resolution was unanimously adopted:

RESOLVED, That the President of this corporation be, and he hereby is, empowered to enter into a contract for the construction of a fourth floor on the new building presently being constructed at Laguna Street with the firm of Ebbentraut & Summers in the name and in behalf of this corporation, upon such terms and conditions, subject to a limit of \$150, 000.00, as may be agreed upon between him and said Ebbentraut & Summers.

It was the opinion of the Board that, in conformi  
would be prudent to sell \$150,000.00 worth of the cor  
stocks and invest the proceeds therefrom in United State  
held for the purpose of constructing said fourth flc

The Chairman stated that he thought it wise to d.  
corporation's common stock portfolio until a later meet

There being no further business to come before  
action, duly made, seconded and carried, the meeting

XX

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Friday, November 30, 1956, at 2:15 o'clock P.M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, David L. White, Chalmers G. Graham, Ferard Leicester and Fentress Hill, II

Directors Absent: Joseph A. Moore, Jr., D. J. Murphy, C. J. Bradley, James S. Hutchinson and George Stimmel

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President announced that Mr. Wayne Hertzka, architect for Mr. C. A. Sammons, had been invited to attend the meeting, to show the Directors a model of the improvements which Mr. Sammons proposed to construct upon the Society's property bounded by Van Ness Avenue, Geary Street, Post Street and Franklin Street, San Francisco, California. The President also read the following letter of intention received by the Society from Mr. Sammons:

"  
"

San Francisco, California  
November 28, 1956

"San Francisco Ladies Protection & Relief Society,  
"Care of Mr. David L. White  
"420 Taylor Street,  
"San Francisco, California.

"Gentlemen:

" Under the terms of that certain Option to lease real estate, dated "June 12, 1956, the undersigned hereby gives written notice of his intention to exercise said option.

" In compliance with paragraph 2 of said Option, I submit herewith preliminary plans and sketches for the improvements to be constructed by me under the terms of said lease, which preliminary plans and sketches set forth in plain type, and approximate size and nature of said improve-

" I also wish to advise you that under the term:  
"said Option I desire to have substituted in said  
"2 and 3, marked "Exhibit B" attached to said C  
"original term of said lease to be twenty-six (26  
"twenty-one (21) years.

"

Ver

"

(sic)

"

Mr. Hertzka also presented to the Board a s  
said improvements and answered any questions which  
him regarding said model and plans. Thereupon, on  
seconded, the following resolution was unanimously a

RESOLVED, that the President of this corpo  
hereby, authorized to advise Mr. C. A. Sammc  
Directors of this corporation hereby approve th  
improvements for the proposed construction up  
by Van Ness Avenue, Geary Street, Post Street  
San Francisco, California; and that pursuant to  
dated June 12, 1956, it is now in order that this  
to execute, acknowledge and enter into the lease  
to the Option Agreement with the exception that  
elected to have substituted therein "Exhibit B",  
original terms of said lease to a 26 year period

The President then informed the Board that :  
given him by the Board at its October 5, 1956, meeti  
written contract with Mr. Bert O. Summers for the c  
floor to the addition to the corporation's building at 3  
of said agreement being made a part of these minutes

Director White advised the Board that he had  
chase a lot known as the Diamond Heights Lot owned  
motion duly made, seconded and unanimously carried  
to handle this matter, using his own discretion.

The Treasurer reported that pursuant to the  
expressed at its October 5, 1956, meeting, the follo  
been sold, the proceeds of which had been invested in  
United States Treasury 3-3/4% bonds due October 1,

|                                           |                  |
|-------------------------------------------|------------------|
| 300 Baltimore Gas & Electric Co.          | \$ 9,737.98      |
| 220 Boston Edison Company                 | 10,931.38        |
| 288 Consumers Power Company               | 13,803.53        |
| 1,000 Crocker-Anglo National Bank         | 32,744.00        |
| 50 Home Insurance Company of New York     | 2,113.63         |
| 500 International Harvester Co.           | 18,157.73        |
| 300 North River Insurance Co.             | 9,494.52         |
| 205 Panhandle Eastern Pipe Line           | 19,562.64        |
| 210 Pittsburgh Plate Glass Co.            | 17,423.27        |
| 200 Southern Calif. Gas Co., 6% Cum. Pfd. | 5,837.38         |
| 200 Westinghouse Electric Corporation     | <u>10,484.64</u> |

\$150,290.70

The Treasurer further reported that the corporation had received \$1,763.15 from the Estate of Mr. J. W. Pertlechek, a former life care member at the Pine Street Home.

The President advised the Board that he had received a tentative plan from Mrs. Perry, covering proposed severance pay for various of the Society's Laguna Street employees. The total amount involved in said proposal was approximately \$24,000.00. After a thorough discussion of this matter, it was the unanimous opinion of the Board that Mrs. Perry and the Board of Managers should be asked to submit a revised, detailed plan of severance pay. It was the opinion of the Board that the figures as mentioned in Mrs. Perry's original tentative plan were unrealistic and inclined to be detrimental to the financial position of this corporation.

The minutes of the special meetings of the Directors held on August 16, September 6th and October 5, 1956, were approved as written.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Secretary

ERBENTRAUT & SUMMERS  
GENERAL CONTRACTORS  
696 PENNSYLVANIA AVENUE SAN FRANCISCO 7  
ATWATER 2-2420

San Francisco Ladies Protection  
and Relief Society  
c/o Captain Barrett G. Hindes  
140 Montgomery Street  
San Francisco, California

November 8, 1956

Gentlemen:

I refer to the Agreement dated July 19, 1956, between yourselves and Bert O. Summers, doing business under the name of Erbentraut & Summers, covering an addition to the building of your corporation at 3400 Laguna Street, San Francisco, California.

In consideration of your extending my time to complete the entire structure by an additional fifty-five (55) working days, so that I shall have in all two hundred and seventy-five (275) working days from July 27, 1956 (date of issuance of building permit), in which to complete the structure called for by the original contract and the additional fourth floor hereinafter mentioned, and for the further consideration of the sum of \$122,257.00, I agree to construct a fourth story on the three story portion of the said addition to the building at 3400 Laguna Street, said fourth story to be constructed in accordance with plans and specifications furnished by the architects mentioned in the said Agreement of July 19, 1956.

I further agree that I will pay you a penalty of two hundred dollars (\$200.00) for each working day that I take to complete the entire building beyond the 275 working days hereinbefore mentioned, and I understand that you will pay me a bonus of \$200.00 for each working day the building is completed before the expiration of said 275 working days.

I further understand that this building and the additional fourth floor will not be considered completed until every room therein is actually ready for occupancy, and all facilities called for in the plans and specifications of said building have been installed and are in a usable condition.

Yours very truly,  
*Bert O. Summers*  
Doing business as Erbentraut & Summers.

Accepted:

SAN FRANCISCO LADIES PROTECTION AND RELIEF SOCIETY

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 424 California Street, San Francisco, California, on Thursday, January 10, 1957, at 1:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Fentress Hill, II, Secretary of the Corporation, acted as secretary of the meeting.

Directors Present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Chalmers G. Graham, Ferard Leicester, George Stimmel, Joseph A. Moore, C. J. Bradley and Fentress Hill, II

Directors Absent: D. J. Murphy, David L. White and James S. Hutchinson

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on November 30, 1956, were approved as written.

At the request of the President, the members of the Board were asked to review the Corporation's investment portfolio and to advise Mr. Bradley Brown as to any suggestions or opinion they had concerning the retention or possible changes in the securities held in the portfolio.

The President advised the Board that a bill in the amount of \$22,900.00 covering real estate commission due Alberton Realty Company for their work in connection with the Corporation's Van Ness property had been received. He further advised the Board that he had negotiated payment of said bill to be made in two equal installments. The Board unanimously approved the action taken by the President in this matter.

The Board next discussed the progress being made on the addition to the Corporation's Laguna Street Building. The President advised the Board that to date the contractor had presented bills covering 20% of the dollar value of the construction work being done, whereas 42% of the allotted time for said construction had elapsed. It was the opinion of the Board that to date the contractor was operating on a schedule which would endanger his completing said addition on time.

The Board next discussed Article VII, Section 5 of the By-Laws of the Corporation. Said section provides that, "The President of the Board of Directors shall designate one member of his Board to work in an advisory capacity with the Finance Committee of the Board of Managers in preparing the yearly budget to cover the needs of the Home and also to anticipate any extraordinary expenditures and plan for needed capital improvements. This Committee shall meet every three months or oftener if necessary, and shall serve as a liaison between the Board of Directors and the Board of Managers."

The President stated that since the adoption of the By-Laws he had not appointed a member of the Board of Directors to the Finance Committee and that he would like to have an expression from the Board as to who would be most suited to fill this vacancy. After a thorough discussion of this matter it was the unanimous opinion of the Board that Mr. Chalmers G. Graham was best qualified to fill the vacancy. Thereupon, the President appointed Mr. Graham to serve on the Finance Committee.

Upon motion duly made, seconded and carried, no further business appearing, the meeting was declared adjourned.

Emmett Hines  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the Corporation, 44 California Street, San Francisco, California, on Thursday at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, and Fentress Hill, II, Secretary of the Corporation, presided over the meeting.

Directors Present: Barrett G. Hindes, Bradley B. F. Graham, Ferard Leicester, David Bradley, Joseph A. Moore, Jr.,

Directors Absent: James S. Hutchinson, Bruce Cor Stimmel

A quorum of the Directors being present and the meeting called, the President announced that the meeting would proceed to the transaction of business.

The minutes of the special meeting of the Directors in 1957, were read and approved.

The Treasurer reported that as of March 6, 1957, the financial condition of the Corporation was as follows:

Commercial Account:  
American Trust Company

Savings Accounts:  
American Trust Company  
Bank of California  
Crocker-Anglo National Bank  
Pacific National Bank  
Wells Fargo Bank

He further advised the Board that the following bonds were issued during March, the proceeds of which were to be used for the construction of the Corporation's Laguna Street building:

Treasury 2-7/8%

The President reported to the Board the death of their esteemed associate, Mr. D. J. Murphy, who had served as a Director of this Corporation and of the Old People's Home for many years. Whereupon, on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That Mr. Barrett G. Hindes, President of this Corporation, tender to Mrs. D. J. Murphy a letter of sympathy as a humble expression of the Board's heartfelt bereavement.

The President next read to the Board a letter written to him by Directors Graham and Brown in their capacity as the Committee to advise the Board whether an investment counsel should be retained by the Corporation. After a thorough discussion of the recommendations as set forth in said letter and on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That the Board of Directors shall henceforth hold Special Meetings on the first Thursdays of the months of March, June, September and December at 4:00 o'clock P. M., for the primary purpose of reviewing the investment portfolio of this Corporation.

RESOLVED FURTHER, That the Treasurer of this Corporation shall cause to be prepared and delivered to all the Directors of this Corporation at least five days prior to said meetings a list of all the securities owned by this Corporation, priced at their approximate market values as of the nearest possible date before such meetings.

RESOLVED FURTHER, That a Special Meeting of this Board be held two weeks from this date, for the purpose of reviewing the securities of this Corporation.

The President next advised the Board that due to the passing of Directors Cushing and Murphy there were two vacancies on the Board. He stated that he had discussed this matter with Mr. W. W. Crocker, requesting him to suggest a successor to Mr. Murphy. He further advised the Board that Mr. Crocker felt that Mr. Charles de Limur would be a most suitable addition to the Board. Director Brown next stated that he thought Mr. Paul C. Newell would be a good replacement on the Board as a successor to Mr. Cushing. Thereupon, on motion duly made, seconded and unanimously carried, Mr. Charles de Limur and Mr. Paul C. Newell were made members of the Board of Directors of this Corporation, effective as of the adjournment of this meeting.

The President next stated that the positions of Vice President and Assistant Secretary were vacant. Thereupon, on motion duly made, seconded and unanimously carried, Mr. C. J. Bradley was elected Vice President of this Corporation and Mr. Charles de Limur was elected Assistant Secretary of this Corporation.

The President reported that the Board of Managers had raised \$25,000.00 for a Chapel, to be built at the Corporation's Laguna Street building.

Director Graham next advised the Board that he had attended three meetings with the Ladies' Finance Committee. He stated that the Committee had presented budgets of \$14,000.00 per month for the operation of the Pine Street Home and \$1,800.00 per month for the operation of the Laguna Street Home, both of which he approved. Thereupon, on motion duly made, seconded and unanimously carried, the budgets as presented to the Finance Committee were approved, with the sole exception that after April 1, 1957, \$75.00 would be deleted from the Laguna Street budget, said \$75.00 being the accounting fee off Mr. H. S. Anderson, who will be employed by the Board of Directors as of said date. Director Graham stated that the Committee wished to recommend to the Board the adoption of an expenditure of \$8,220.00, to be used as gifts of appreciation to various employees of the Home. After a detailed discussion of this matter, on motion duly made, seconded and unanimously carried, the recommendation of the Committee was adopted.

The Board next discussed the matter of the two bookkeeping systems presently being used by the Corporation. The President stated that Mr. H. S. Anderson had written a letter, which had been approved by the Treasurer, recommending that both systems be combined and that henceforth the Corporation would maintain a single set of books of account. Thereupon, on motion duly made, seconded and unanimously carried, the recommendation of Mr. Anderson was carried, and the Board felt that after the consolidation of the books had taken effect, Mr. Anderson should be employed by this Corporation to maintain said books for a monthly fee of \$350.00.

The Board next approved the action taken by the Corporation's President and Secretary on January 17, 1957, when said Officers notified the Executor of the Last Will and Testament of Alice J. Epperson, Deceased, to abandon the property of the decedent in storage in Geneva, Switzerland, said property being valueless to the Corporation.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Frances J. Hinckley  
Secretary

AUTHORIZATION FOR SIGNING CHECKS  
AND TRANSACTING OTHER BUSINESS

To PACIFIC NATIONAL BANK OF SAN FRANCISCO:

We, the undersigned President and Secretary respectively, of San Francisco Ladies' Protection & Relief Society  
(Show Name of Lodge, Association or Society Here)

hereby certify that at a meeting regularly held on Mar. 7, 1957, the following named persons were elected or appointed the Officers  
(Trustees or Officers) of said organization.

PLEASE TYPE OR PRINT NAME AND TITLE OF ALL TRUSTEES OR OFFICERS

| NAME               | TITLE                      |
|--------------------|----------------------------|
| B. G. Hindes       | President                  |
| Charles Bradley    | Vice President             |
| Fentress Hill, 11. | Secretary and<br>Treasurer |
| Charles de Limur   | Asst. Secretary            |

and that by virtue of the authority vested in them by the Constitution, By-Laws or otherwise, any two (2) of them are authorized  
(Indicate number authorized)

and empowered to transact business of any character whatsoever in connection with any account or accounts that said organization may have with the PACIFIC NATIONAL BANK OF SAN FRANCISCO.

We further certify that the signatures appearing on the reverse side hereof are the genuine signatures of the above authorized persons; and that their authority shall continue in force until advice in writing to the contrary, signed by the duly authorized officers of our organization, is delivered to and accepted by an officer of said bank.

IN WITNESS WHEREOF, we have hereunto set our hands and official seal this 26th, day of April, 1957.

(SEAL)

*B. G. Hindes* President  
*Fentress Hill* Secretary  
San Francisco Ladies' Protection  
and Relief Society

TO THE BANK OF CALIFORNIA NATIONAL ASSOCIATION

We do hereby certify that at a meeting regularly called and held on March 7/57

Messrs. B. G. Hindes, Charles Bradley  
Fentress Hill, 11, Charles de Limur

whose signatures appear on reverse side hereof, were duly elected or appointed the officers  
(Trustees or Officers)

of the San Francisco Ladies' Protection  
and Relief Society and that by virtue

thereof\* any two of them are - - - authorized to withdraw

money from, and to issue checks against, any funds that said organization may have on deposit with  
said bank, and to endorse and deliver to said bank, on behalf and for credit of this organization, all  
checks and other instruments payable to it; this authority to continue in force until notice in writing  
to the contrary, signed by the proper officers of this organization, is filed with an officer of the bank  
at the office in which this account is carried.

Witness our hands and the seal of said corporation

this 26th day of April, 1957.

B. G. Hindes Fentress Hill

(Title) President (Title) Secretary

BEFORE RETURNING THIS CARD HAVE IT CERTIFIED BY RETIRING OFFICERS.

We hereby certify the foregoing to be correct.

\* ("he is" OR "they or a majority of them are" OR "they or any two, three, etc., of them are" OR  
"they are jointly".)

The undersigned depositor agrees with THE BANK OF CALIFORNIA NATIONAL ASSOCIATION

That this account is to be carried by said bank as a SAVINGS account and all funds which the undersigned depositor has or may have on deposit therein with said bank shall be governed by its By-Laws, all future amendments thereof, and all regulations passed or hereafter to be passed by its Board of Directors pursuant to said By-Laws relating thereto, including interest, service charges, etc.

San Francisco Ladies' Protection and Relief Society

(Name of Lodge, Association, Society or Corporation)

By \_\_\_\_\_ and Finton Hin \_\_\_\_\_

(Title) President (Title) Secretary

ADDRESS \_\_\_\_\_

SECRETARY'S ADDRESS 519 California Street TELEPHONE SU.1-4371

REMARKS \_\_\_\_\_

DATE \_\_\_\_\_

NAME San Francisco Ladies' Protection and Relief Society

AUTHORIZED SIGNATURES (See reverse for number required): No. \_\_\_\_\_

1. By P.M. Kindis President  
(Title) \_\_\_\_\_

2. By J. Bradley Vice President  
(Title) \_\_\_\_\_

3. By Finton Hin Secretary and  
Treasurer \_\_\_\_\_

4. By Crosson del mire Asst. Secretary  
(Title) \_\_\_\_\_

5. By \_\_\_\_\_ (Title) \_\_\_\_\_

6. By \_\_\_\_\_ (Title) \_\_\_\_\_

Society, Etc.

The rights and obligations of the Bank and Depositor are defined by the laws of the State of California and of the United States of America. A deduction of \$2.00 from this account as a service charge for each month wherein the balance falls below \$200.00, or when the number of checks drawn is excessive, is hereby authorized.

You are hereby authorized to forward by regular mail statements and cancelled checks to me, or us, at the last known address, if not called for after 3 months.

Authorized signatures as on reverse in connection with the above account:

1. R. J. Knobles President  
2. J. G. Grader Vice President  
3. T. F. Knobles Secretary & Treasurer  
4. James Knobles Asst. Secretary

Address: 519 California Street, San Francisco, 4.  
Description: Telephone: SU 1-4371

Introduced by:.....

Initial Deposit \$..... Opened by:..... Date:.....

**RESOLUTION**

RESOLVED: That this Corporation enter into a Rental Agreement (and renewals thereof) for a Safe Deposit Box in the vaults of American Trust Company (hereinafter called "Bank") and hereby authorize the President and the Secretary to execute the lease thereof for and in behalf of this Corporation;

FURTHER RESOLVED: That any two (2) of the following officers and employees of this Corporation shall have the right of access to and control of the contents of said Safe Deposit Box, including the right to remove the whole or any part of the contents thereof, and to surrender the said Box, releasing Bank from all liability with respect thereto:

PLEASE PRINT OR  
TYPE TITLES ONLY  
OF OFFICERS AND  
EMPLOYEES  
AUTHORIZED  
HEREUNDER

President, Vice President,  
Secretary & Treasurer  
Asst. Secretary

FURTHER RESOLVED: That the certification of the Secretary of this Corporation as to election or appointment of authorized officers or employees shall be binding upon this Corporation, and the authority hereby conferred shall remain in force until written notice of the revocation or modification thereof shall be delivered to an officer of Bank at the office at which said Safe Deposit Box is located.

**CERTIFICATION**

I HEREBY CERTIFY that I am the Secretary of San Francisco Ladies' Protection and Relief Society (a corporation), that the foregoing Resolution was unanimously adopted on March 7, 1957, at a duly and regularly called meeting of the Board of Directors of said Corporation, at which meeting a quorum was present, that the same has not been revoked or amended, that the names and titles of the officers and employees authorized under said Resolution are:

NAME TITLE  
1. B. G. Hines President  
2. Charles Bradley Vice President  
3. Fentress Hill, II. Secretary and  
4. Treasurer  
5. Charles de Limur Asst. Secretary  
6.

and that the signatures appearing on the reverse side hereof are the signatures of the officers or employees so designated.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of this Corporation, this 26th day of April, 1957.

(SEAL)

*Fentress Hill*  
SECRETARY

NOTE: If this Certificate is signed by an officer who is authorized to have access to Safe Deposit Box it should be countersigned by the President or Vice-President.

COUNTERSIGNATURE:

*B. G. Hines*  
PRESIDENT

ADDRESS 519 California Street, S. F., 4.

TELEPHONE NO. SU.1-4371

BUSINESS

INTRODUCED BY

BANK REFERENCE

RENTED BY

APPROVED BY

SURRENDER OF SAFE

CALIFORNIA, \_\_\_\_\_, 19\_\_\_\_\_

THE UNDERSIGNED HEREBY SURRENDERS SAFE NO. \_\_\_\_\_, WHICH IS NOW EMPTY, AND DISCHARGES AMERICAN TRUST COMPANY FROM ALL LIABILITY WITH RESPECT THERETO.

KEYS RETURNED

A CORPORATION

BY \_\_\_\_\_  
(TITLE)

BY \_\_\_\_\_  
(TITLE)

CORPORATION LEASE AGREEMENT

SAFE NO. \_\_\_\_\_  
RENTAL \_\_\_\_\_

The undersigned hereby rents the above numbered Safe Deposit Box in the vaults of American Trust Company (hereinafter called "Bank") subject to "Terms and Conditions" endorsed on back of Rent Receipt issued by Bank, and future amendments thereto and changes therein. Receipt is hereby acknowledged of a copy of said Rent Receipt and two keys to said Safe. The undersigned agrees to indemnify Bank for any loss, damage or liability it may suffer by reason of the failure of the undersigned to comply with said "Terms and Conditions." The undersigned further agrees to notify Bank of the death of any person having the right of access to said Safe before seeking access thereto after the death of such person.

San Francisco Ladies' Protection & Relief Society, A CORPORATION

Dated:

April 26th, 1957 By \_\_\_\_\_, PRESIDENT

By \_\_\_\_\_, SECRETARY

We severally agree to be bound in all respects by above Rental Agreement:

AUTHORIZED SIGNATURES

*M. K. Kindis*  
*S. Preseley*  
*Hortense Hines*  
*Grace Anderson*

TITLES

President

Vice President

Secretary & Treasurer

Asst. Secretary

Crocker-Anglo National Bank, Successor to  
To the CROCKER FIRST NATIONAL BANK  
OF SAN FRANCISCO

We hereby certify that the following are full, true and correct copies of resolutions duly adopted by the Board of Directors of San Francisco Ladies' Protection and Relief Society, a corporation, at a meeting of said Board of Directors, duly and regularly called, noticed and held at the office of said corporation on the *March 26<sup>th</sup>*, 1957; that at said meeting there was present a quorum of said Board of Directors; and that said resolutions are duly recorded and appear in the minutes of the proceedings of said Board of Directors: Crocker-Anglo National Bank, Successor to

"RESOLVED, that the CROCKER FIRST NATIONAL BANK OF SAN FRANCISCO be, and it is hereby, selected as a depository for the funds of this corporation, and that

(Name) (Office)

B. G. Hindes President

Charles Bradley Vice President

Fentress Hill, 11. Secretary and Treas.

Charles de Limur Asst. Secretary

be, and they are, and any two of them is (are) authorized and empowered to draw checks (including checks payable to their own order or to bearer) upon said depository against the account of this corporation with said depository, and to endorse in the name of this corporation and receive payment of, all checks, drafts and commercial paper payable to this corporation either as payee or endorsee;

RESOLVED, further, that said authority hereby conferred shall remain in full force and effect until it shall have been revoked and until a formal written notice of such revocation shall have been given to and received by said Crocker First National Bank of San Francisco;

Crocker-Anglo National Bank, Successor to  
RESOLVED, further, that the certification of the said President and Secretary of this corporation as to the election and appointment of persons so authorized to sign such checks and as to the signatures of such persons shall be binding upon this corporation;

RESOLVED, further, that the said President and Secretary of this corporation be, and they are hereby, authorized and directed to deliver to said Crocker First National Bank of San Francisco a copy of these resolutions properly certified by them."

We further certify that said resolutions have not been annulled or revoked, but are still in full force and effect.

We further certify, in accordance with the authority conferred upon us by the aforesaid resolutions, that B. G. Hindes  
and Fentress Hill, 11. President  
are, respectively, the President  
Secretary

of said corporation,  
and that the signatures on the reverse side of this card are the signatures of said persons to be recognized by said Crocker First National Bank of San Francisco.

IN WITNESS WHEREOF, we have hereunto set our hands and the corporate seal of said  
San Francisco Ladies' Protection and Relief Society

this *26<sup>th</sup>* day of April, 1957.

*B. G. Hindes*

President.

*Fentress Hill*

Secretary.

San Francisco Ladies' Protection  
Of. and Relief Society.

SEAL

BUSINESS

INTRODUCTION

REMARKS

S

DATE

INDEXED

NO.

CORPORATION

TITLE OF ACCOUNT

San Francisco Ladies' Protection and Relief Society

Crocker-Anglo National Bank, Successor to

IT IS HEREBY AGREED between the undersigned depositor and the CROCKER FIRST NATIONAL BANK OF SAN FRANCISCO that the rules of the bank, set out at length in its pass-books which are hereby referred to and made a part hereof, and such modifications thereof as shall be made in the manner therein provided, shall govern the deposits entered in our pass-book with this bank, and shall be binding on the bank and upon the undersigned depositor.

ADDRESS

519 California Street, San Francisco, 4.

AUTHORIZED SIGNATURES

*H.H. Kindes*  
*E. Bradley*

PRESIDENT

VICE-PRESIDENT

VICE-PRESIDENT

Asst- SECRETARY

Secretary & TREASURER

OFFICE

23-33

SAVINGS DEPARTMENT

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

"RESOLVED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depository of the funds of this Corporation, and that checks or drafts withdrawing said funds may be signed by any two (2) of the following:

| NAME                       | TITLE                 |
|----------------------------|-----------------------|
| 1. B. G. Hindes            | President             |
| Please 2. Charles Bradley  | Vice President        |
| Type 3. Fentress Hill, 11. | Secretary & Treasurer |
| or 4. Charles de Limur     | Asst. Secretary       |
| Print Names and Titles     | 5. _____              |
|                            | 6. _____              |

"FURTHER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any and all checks and drafts of this corporation signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing or by any other employee or agent of this corporation, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

"FURTHER RESOLVED: that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by said depository at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this corporation."

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of this corporation at a meeting of said Board regularly held on the 7<sup>th</sup> day of March, 1957, and that said resolution is still in full force and effect.

I further certify that the signatures appearing on the reverse side of this card are the signatures of the persons authorized to sign for and on behalf of this corporation.

Witness my hand and the seal of this corporation this 26<sup>th</sup> day of April, 1957

(SEAL)

*Fentress Hill*  
Secretary  
San Francisco Ladies' Protection  
and Relief Society.

Name of Corporation

ADDRESS

519 California Street

CITY

San Francisco, 4.

ZONE

TELEPHONE SU.1-4371

BUSINESS

BANK REFERENCE

S. D.

ACCOUNT ARRANGED FOR BY

ACCOUNT RELATIONS WITH US SINCE

OPENED BY

DATE

AMT.

APPROVED  
BY

DATE CLOSED

AVERAGE BALANCE

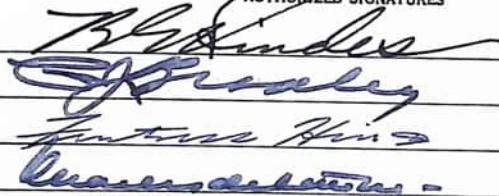
REASON FOR CLOSING

## San Francisco Ladies' Protection and Relief Society

The above-named corporation, by its duly authorized officers, agrees that this shall be a COMMERCIAL account, and further agrees to be bound by, and that this account shall be subject to, the By-laws of AMERICAN TRUST COMPANY and all present and future amendments thereto, all resolutions, regulations, rules and practices now or hereafter adopted by American Trust Company with respect to accounts of similar character.

## AUTHORIZED SIGNATURES

## TITLE



President

Vice President

Secretary &amp; Treasurer

Asst. Secretary

DATED AT

San Francisco

. CALIFORNIA.

April

26 - 57

DA 3(12-54)-BM-12-54-(16454) CORPORATION SIGNATURE CARD

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

"RESOLVED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depositary of the funds of this Corporation, and that checks or drafts withdrawing said funds may be signed by any two (2) of the following:

| Please<br>Type<br>or<br>Print<br>Names<br>and<br>Titles | NAME                  | TITLE                 |
|---------------------------------------------------------|-----------------------|-----------------------|
|                                                         | 1. B. G. Hindes       | President             |
|                                                         | 2. Charles Bradley    | Vice President        |
|                                                         | 3. Fentress Hill, ll. | Secretary & Treasurer |
|                                                         | 4. Charles de Limur   | Asst. Secretary       |
|                                                         | 5.                    |                       |
|                                                         | 6.                    |                       |

"FURTHER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any and all checks and drafts of this corporation signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing or by any other employee or agent of this corporation, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

"FURTHER RESOLVED: that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by said depositary at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this corporation."

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of this corporation at a meeting of said Board regularly held on the 7th day of March, 1957, and that said resolution is still in full force and effect.

I further certify that the signatures appearing on the reverse side of this card are the signatures of the persons authorized to sign for and on behalf of this corporation.

Witness my hand and the seal of this corporation this 26th day of April, 1957

(SEAL)

*Fentress Hill*

Secretary  
San Francisco Ladies' Protection  
and Relief Society

Name of Corporation

|                                 |                       |      |                     |
|---------------------------------|-----------------------|------|---------------------|
| ADDRESS                         | 519 California Street |      |                     |
| CITY                            | San Francisco, 4.     | ZONE | TELEPHONE SU.1-4371 |
| BUSINESS                        |                       |      |                     |
| BANK REFERENCE                  |                       |      |                     |
| S. D. <input type="checkbox"/>  |                       |      |                     |
| ACCOUNT ARRANGED FOR BY         |                       |      |                     |
| ACCOUNT RELATIONS WITH US SINCE |                       |      |                     |
| OPENED BY                       | DATE                  | AMT. | APPROVED BY         |
| DATE CLOSED                     | AVERAGE BALANCE       |      |                     |
| REASON FOR CLOSING              |                       |      |                     |

San Francisco Ladies' Protection and Relief Society

The above-named corporation, by its duly authorized officers, agrees that this shall be a COMMERCIAL account, and further agrees to be bound by, and that this account shall be subject to, the By-laws of AMERICAN TRUST COMPANY and all present and future amendments thereto, all resolutions, regulations, rules and practices now or hereafter adopted by American Trust Company with respect to accounts of similar character.

AUTHORIZED SIGNATURES

|                                                                                     |                       |
|-------------------------------------------------------------------------------------|-----------------------|
|    | TITLE                 |
|   | President             |
|  | Vice President        |
|  | Secretary & Treasurer |

Asst. Secretary

DATED AT San Francisco, CALIFORNIA, April 26 - 57  
 DA 3(12-54)-8M-12-54-(16454) CORPORATION SIGNATURE CARD

|                                                                                                                                                                                                                                     |                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
|                                                                                                                                                                                                                                     | No.                                               |
|                                                                                                                                                                                                                                     | DATE                                              |
| <p>The undersigned hereby agrees to be governed by the By-Laws and the Rules and Regulations of WELLS FARGO BANK relating to savings deposits as they appear in the Savings Account Passbook and all future amendments thereof.</p> |                                                   |
| NAME                                                                                                                                                                                                                                | San Francisco Ladies' Protection & Relief Society |
| ADDRESS                                                                                                                                                                                                                             | 519 California Street, San Francisco, 4.          |
| SIGNATURE                                                                                                                                                                                                                           | <i>B. E. Rindler</i> TITLE President              |
| "                                                                                                                                                                                                                                   | <i>E. J. Givens</i> .. Vice President             |
| "                                                                                                                                                                                                                                   | <i>Fannie Hin</i> .. Treasurer                    |
| "                                                                                                                                                                                                                                   | <i>Lucy de la Mota</i> - .. Asst. Secretary       |

AUTHORITY AND SPECIAL RESOLUTION OF LODGE, ASSOCIATION OR  
OTHER SIMILAR ORGANIZATION TO OPEN DEPOSIT ACCOUNT - (GENERAL)

Wells Fargo Bank  
San Francisco 20,  
California

Date April 26 1957

At a regular meeting of the Board of Directors  
special  
of the San Francisco Ladies' Protection and Relief Society  
held on the 7th day of March 1957, at which a quorum  
was present, the following officers were duly elected for the ensuing year and  
until their successors shall be elected and shall have qualified:

| Name               | Title                 | Specimen signature      |
|--------------------|-----------------------|-------------------------|
| B. G. Hindes       | President             | <u>B. G. Hindes</u>     |
| Charles Bradley    | Vice President        | <u>C. Bradley</u>       |
| Fentress Hill, II. | Secretary & Treasurer | <u>Fentress Hill</u>    |
| Charles De Limur   | Asst. Secretary       | <u>Charles De Limur</u> |

Under the rules of the Society  
any funds deposited to its credit with a bank or trust company may be withdrawn by any two of the above officers

The authority herein given is to remain irrevocable so far as the above bank is concerned until it be notified in writing of the revocation of such authority and shall in writing acknowledge receipt thereof.

- Affix Seal Below -

Fentress Hill  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, August 16, 1956, at 2:15 o'clock P.M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting, and Fentress Hill, II, Secretary of the corporation, acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Joseph A. Moore, Jr., David L. White and Fentress Hill, II

Directors absent: Chalmers G. Graham, Ferard Leicester, D. J. Murphy, C. J. Bradley, James S. Hutchinson and George Stimmel.

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of Special Meeting of the Directors held on June 26, 1956, were approved as written.

The Treasurer reported as to the cash position of the corporation.

The President reported the sale of 1,600 shares Crocker-Anglo National Bank common stock at a price of 34 net to the corporation.

Director White then reported that he had completed negotiations for the sale of the corporation's property located at Pine and Larkin Streets, San Francisco, to Ruth Siversen for the sum of \$66,500.00. Thereupon, on motion duly made, seconded and carried, said sale was ratified, approved and confirmed.

Director Hill next reported to the Board that he had obtained bids from four San Francisco banks in connection with their establishing an Agency Account for this corporation to handle its securities. After thoroughly discussing this matter, it was the opinion of the Board that the Wells Fargo Bank be appointed Agent. Director Hill was authorized to proceed with the necessary arrangements to set up said account.

The President then reported to the Board as to the progress being made on the addition to our Laguna Street building. He further advised the Board that he had obtained a rough estimate of the cost of adding a fourth floor to the new wing, which ranged from \$61,000.00 for a roughed in job to \$123,660.00 for a completed job.

The President next asked Director Brown if he would prepare a list of recom-

The Treasurer reported that since the merger between the Old Peoples' Home there had been no resolutions passed by the corporation's dealings in securities. Therefore, or seconded and unanimously passed, the following resolution:

RESOLVED: That any two of the following officers, President, Vice Presidents, Treasurer, Secretary, or Secretary of this Corporation be, and they hereby authorized and empowered to transfer, convert, exchange, assign, set over and deliver any and all shares of debentures, notes, subscription warrants, stock warrants, evidences of indebtedness or other securities hereafter standing in the name of or owned by this Corporation, and to make, execute and deliver, under the authority of this Corporation, any and all written instruments of assignment and transfer necessary or proper to effectuate the powers so conferred.

FURTHER RESOLVED: That whenever there shall be any instrument of assignment and transfer, executed and in accordance with the foregoing resolution, by the Secretary or an Assistant Secretary of this Corporation, or by any officer of this Corporation at the date of such certificate, and such certificate shall forth these resolutions and shall state that these resolutions are in full force and effect and shall also set forth the names of the persons who are then officers of this Corporation, to whom such instrument with the annexed certificate, after come, shall be entitled, without further inquiry and regardless of the date of such certificate, to act in reliance upon the assumption that the shares and other securities named in such instrument were then and properly transferred, endorsed, sold, assigned and delivered by this Corporation, and that with respect to the securities the authority of these resolutions and of this resolution is still in full force and effect.

There being no further business to come before the meeting, it was declared adjourned, the meeting was declared adjourned, seconded and carried, the meeting was declared adjourned.



Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, September 6, 1956, at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and in the absence of Fentress Hill, II, Secretary of the corporation, Mr. D. J. Murphy acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Joseph A. Moore, Jr., David L. White, Chalmers G. Graham, Ferard Leicester, C. J. Bradley and D. J. Murphy.

Directors absent: James S. Hutchinson, George Stimmel and Fentress Hill, II.

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

At the request of the President, Mr. Bradley Brown commented at some length on his survey of the Investment Portfolio, copies of which had been given to each Director. Suggestions and opinions were then sought from the members of the Board; and after considerable discussion, the President requested each Director to send to Mr. Brown in writing before September 14, next, his views on the proposed changes. The question of the value of appointing an investment counsel was again brought up, and it was agreed that after the present survey is completed, a decision be then reached as to the necessity of employing one.

Mr. White then reported on progress in the Van Ness Avenue option deal. He read a letter from Mr. Sammons, enclosing preliminary plans and pictures of suggested development there. On motion of Mr. Brown, seconded by Mr. Leicester, Mr. White was authorized to draft a letter to Mr. Sammons, with the assistance of Mr. Leicester, advising him that the preliminary layout plans now before us be approved.

In the matter of the building addition to the Laguna "Home", the President read a letter which has been sent by the Board of Managers to Mr. Max Thelen, attorney for the Cowell Estate, in which a request was made that the Cowell Estate make a donation to the Society, to the extent of adding a fourth floor to the addition now being built. The President also quoted from a letter from the Board of Managers and a resolution passed by them, urging that the fourth floor be added at this time. The President commented briefly on a statement prepared by Mrs. Craig on this subject.

On mo  
given to have  
request contai  
the President  
his decision.

Mr. W  
as sub-letting  
through Texas

The P  
yard and cor

There  
dition duly n

ion of Mr. Moore, seconded by Mr. Cornwall, approval was  
smoke tower built into the new addition, in accordance with  
ied in letter from Mrs. Perry, the cost to approximate \$8,000.00,  
o use his discretion as to when he will advise the contractor of

hite was requested to communicate with Van Etta Motors regarding  
, under the terms of our lease with them, of certain facilities  
Company and to grant them such permission.

resident reminded the Board that a vacancy still existed on the  
sideration should be given to filling it.

being no further business to come before the meeting, upon  
ade, seconded and carried, the meeting was declared adjourned.

*D. Murphy*  
\_\_\_\_\_  
Secretary pro tem

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Friday, October 5, 1956, at 2:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting, and Mr. Fentress Hill, II, Secretary of the corporation, acted as the secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Chalmers G. Graham, David L. White, Fentress Hill, II

Directors absent: James S. Hutchinson, D. J. Murphy, Ferard Leicester, C. J. Bradley, Joseph A. Moore, Jr., George Stimmel.

A quorum of the Directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The Chairman told the Board that the Trustees of the Cowell Estate had advised the corporation that the Cowell Estate had no funds presently available to give to the corporation for the purpose of constructing a fourth floor to its Laguna Street addition. He further informed the Board that after conferences with Mr. Warren Perry and Mr. Summers the estimated cost of adding a fourth floor to the wing of the Laguna Street property would be approximately \$140, 000.00. Thereupon, the President advised the Board that he had invited Mrs. Warren Perry, Mrs. Charles B. Porter and Mrs. Donald Craig to this meeting, for the purpose of allowing them to acquaint this Board with the views of the Board of Managers in connection with adding another floor to the Laguna Street wing. Thereupon the ladies presented to the Board their unanimous approval and recommendation that it was economically sound to add a fourth floor to said wing. Having given their reports, the ladies, with the thanks of the Board, departed.

The Chairman stated that he would like to have all the members at the meeting express their thoughts as to the question of constructing a fourth floor. After a thorough discussion of this subject, on motion of Mr. Bradley B. Brown, seconded by Mr. Chalmers Graham, the following resolution was unanimously adopted:

RESOLVED, That the President of this corporation be, and he hereby is, empowered to enter into a contract for the construction of a fourth floor on the new building presently being constructed at Laguna Street with the firm of Ebbentraut & Summers in the name and in behalf of this corporation, upon such terms and conditions, subject to a limit of \$150, 000.00, as may be agreed upon between him and said Ebbentraut & Summers.

was the opinion of the Board that, in conformity with past policy,  
be prudent to sell \$150,000.00 worth of the corporation's marketable  
and invest the proceeds therefrom in United States Government bonds,  
and for the purpose of constructing said fourth floor.

The Chairman stated that he thought it wise to defer discussion of the  
corporation's common stock portfolio until a later meeting.

There being no further business to come before the meeting, upon  
" duly made, seconded and carried, the meeting was declared adjourned.

*Zentz Hines*  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Friday, November 30, 1956, at 2:15 o'clock P.M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, David L. White, Chalmers G. Graham, Ferard Leicester and Fentress Hill, II

Directors Absent: Joseph A. Moore, Jr., D. J. Murphy, C. J. Bradley, James S. Hutchinson and George Stimmel

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President announced that Mr. Wayne Hertzka, architect for Mr. C. A. Sammons, had been invited to attend the meeting, to show the Directors a model of the improvements which Mr. Sammons proposed to construct upon the Society's property bounded by Van Ness Avenue, Geary Street, Post Street and Franklin Street, San Francisco, California. The President also read the following letter of intention received by the Society from Mr. Sammons:

"  
"

San Francisco, California  
November 28, 1956

"San Francisco Ladies Protection & Relief Society,  
"Care of Mr. David L. White  
"420 Taylor Street,  
"San Francisco, California.

"Gentlemen:

" Under the terms of that certain Option to lease real estate, dated June 12, 1956, the undersigned hereby gives written notice of his intention to exercise said option.

" In compliance with paragraph 2 of said Option, I submit herewith preliminary plans and sketches for the improvements to be constructed by me under the terms of said lease, which preliminary plans and sketches set forth the design, type, and approximate size and nature of said improvements.

" I also wish to advise you that under the terms c  
"said Option I desire to have substituted in said le  
"2 and 3, marked "Exhibit B" attached to said Opt  
"original term of said lease to be twenty-six (26) :  
"twenty-one (21) years.

" Very

" (signe

" C.

Mr. Hertzka also presented to the Board a set  
improvements and answered any questions which th  
regarding said model and plans. Thereupon, on mo  
seconded, the following resolution was unanimously adop

RESOLVED, that the President of this corporat  
hereby, authorized to advise Mr. C. A. Sammons  
Directors of this corporation hereby approve the r  
improvements for the proposed construction upon :  
by Van Ness Avenue, Geary Street, Post Street an  
San Francisco, California; and that pursuant to the  
dated June 12, 1956, it is now in order that this co  
to execute, acknowledge and enter into the lease or  
to the Option Agreement with the exception that Mi  
elected to have substituted therein "Exhibit B", wi  
original terms of said lease to a 26 year period.

The President then informed the Board that pur  
him by the Board at its October 5, 1956, meeting :  
written contract with Mr. Bert O. Summers for the cons  
nor to the addition to the corporation's building at 340C  
said agreement being made a part of these minutes.

Director White advised the Board that he had re  
ase a lot known as the Diamond Heights Lot owned by  
tion duly made, seconded and unanimously carried,  
handle this matter, using his own discretion.

The Treasurer reported that pursuant to the wi  
ressed at its October 5, 1956, meeting, the followin  
een sold, the proceeds of which had been invested in \$  
United States Treasury 3-3/4% bonds due October 1, 19

|                                           |                  |
|-------------------------------------------|------------------|
| 300 Baltimore Gas & Electric Co.          | \$ 9,737.98      |
| 220 Boston Edison Company                 | 10,931.38        |
| 288 Consumers Power Company               | 13,803.53        |
| 1,000 Crocker-Anglo National Bank         | 32,744.00        |
| 50 Home Insurance Company of New York     | 2,113.63         |
| 500 International Harvester Co.           | 18,157.73        |
| 300 North River Insurance Co.             | 9,494.52         |
| 205 Panhandle Eastern Pipe Line           | 19,562.64        |
| 210 Pittsburgh Plate Glass Co.            | 17,423.27        |
| 200 Southern Calif. Gas Co., 6% Cum. Pfd. | 5,837.38         |
| 200 Westinghouse Electric Corporation     | <u>10,484.64</u> |

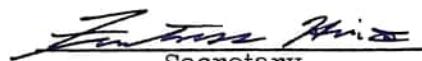
\$150,290.70

The Treasurer further reported that the corporation had received \$1,763.15 from the Estate of Mr. J. W. Pertlechek, a former life care member at the Pine Street Home.

The President advised the Board that he had received a tentative plan from Mrs. Perry, covering proposed severance pay for various of the Society's Laguna Street employees. The total amount involved in said proposal was approximately \$24,000.00. After a thorough discussion of this matter, it was the unanimous opinion of the Board that Mrs. Perry and the Board of Managers should be asked to submit a revised, detailed plan of severance pay. It was the opinion of the Board that the figures as mentioned in Mrs. Perry's original tentative plan were unrealistic and inclined to be detrimental to the financial position of this corporation.

The minutes of the special meetings of the Directors held on August 16, September 6th and October 5, 1956, were approved as written.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Secretary

ERBENTRAUT & SUMMERS  
GENERAL CONTRACTORS  
696 PENNSYLVANIA AVENUE SAN FRANCISCO 7  
ATWATER 2-2420

November 8, 1956

San Francisco Ladies Protection  
and Relief Society  
c/o Captain Barrett G. Hindes  
140 Montgomery Street  
San Francisco, California

Gentlemen:

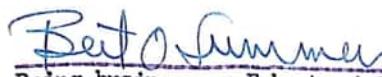
I refer to the Agreement dated July 19, 1956, between yourselves and Bert O. Summers, doing business under the name of Erbentraut & Summers, covering an addition to the building of your corporation at 3400 Laguna Street, San Francisco, California.

In consideration of your extending my time to complete the entire structure by an additional fifty-five (55) working days, so that I shall have in all two hundred and seventy-five (275) working days from July 27, 1956 (date of issuance of building permit), in which to complete the structure called for by the original contract and the additional fourth floor hereinafter mentioned, and for the further consideration of the sum of \$122,257.00, I agree to construct a fourth story on the three story portion of the said addition to the building at 3400 Laguna Street, said fourth story to be constructed in accordance with plans and specifications furnished by the architects mentioned in the said Agreement of July 19, 1956.

I further agree that I will pay you a penalty of two hundred dollars (\$200.00) for each working day that I take to complete the entire building beyond the 275 working days hereinbefore mentioned, and I understand that you will pay me a bonus of \$200.00 for each working day the building is completed before the expiration of said 275 working days.

I further understand that this building and the additional fourth floor will not be considered completed until every room therein is actually ready for occupancy, and all facilities called for in the plans and specifications of said building have been installed and are in a usable condition.

Yours very truly,

  
\_\_\_\_\_  
Doing business as Erbentraut & Summers.

Accepted:

SAN FRANCISCO LADIES PROTECTION AND RELIEF SOCIETY

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 14 California Street, San Francisco, California, on Thursday, January 10, 1957, at 11:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Fentress Hill, II, Secretary of the Corporation, acted as secretary of the meeting.

Directors Present: Barrett G. Hindes, Bruce Cornwall, Bradley B. Brown, Chalmers G. Graham, Ferard Leicester, George Stimmel, Joseph A. Moore, C. J. Bradley and Fentress Hill, II

Directors Absent: D. J. Murphy, David L. White and James S. Hutchinson

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on November 30, 1956, were approved as written.

At the request of the President, the members of the Board were asked to review the Corporation's investment portfolio and to advise Mr. Bradley Brown as to any suggestions or opinion they had concerning the retention or possible changes in the securities held in the portfolio.

The President advised the Board that a bill in the amount of \$22,900.00 covering real estate commission due Alberton Realty Company for their work in connection with the Corporation's Van Ness property had been received. He further advised the Board that he had negotiated payment of said bill to be made in two equal installments. The Board unanimously approved the action taken by the President in this matter.

The Board next discussed the progress being made on the addition to the Corporation's Laguna Street Building. The President advised the Board that to date the contractor had presented bills covering 20% of the dollar value of the construction work being done, whereas 42% of the allotted time for said construction had elapsed. It was the opinion of the Board that to date the contractor was operating on a schedule which would endanger his completing said addition on time.

The Board next discussed Article VII, Section 5 of the By-Laws of the Corporation. Said section provides that, "The President of the Board of Directors shall designate one member of his Board to work in an advisory capacity with the Finance Committee of the Board of Managers in preparing the yearly budget to cover the needs of the Home and also to anticipate any extraordinary expenditures and plan for needed capital improvements. This Committee shall meet every three months or oftener if necessary, and shall serve as a liaison between the Board of Directors and the Board of Managers."

The President stated that since the adoption of the By-Laws he had not appointed a member of the Board of Directors to the Finance Committee and that he would like to have an expression from the Board as to who would be most suited to fill this vacancy. After a thorough discussion of this matter it was the unanimous opinion of the Board that Mr. Chalmers G. Graham was best qualified to fill the vacancy. Thereupon, the President appointed Mr. Graham to serve on the Finance Committee.

Upon motion duly made, seconded and carried, no further business appearing, the meeting was declared adjourned.



Ernest Ross Hinze  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 4 California Street, San Francisco, California, on Thursday, March 7, 1957, 12:15 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting, and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, Bradley B. Brown, Chalmers G. Graham, Ferard Leicester, David L. White, C. J. Bradley, Joseph A. Moore, Jr., and Fentress Hill, II

Directors Absent: James S. Hutchinson, Bruce Cornwall and George Stimmel

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on January 10, 1957, were read and approved.

The Treasurer reported that as of March 6, 1957, the cash position of the Corporation was as follows:

Commercial Account:

|                        |             |
|------------------------|-------------|
| American Trust Company | \$16,031.59 |
|------------------------|-------------|

Savings Accounts:

|                             |                 |
|-----------------------------|-----------------|
| American Trust Company      | \$ 1,000.00     |
| Bank of California          | 1,645.94        |
| Crocker-Anglo National Bank | 1,344.79        |
| Pacific National Bank       | 1,518.86        |
| Wells Fargo Bank            | <u>1,965.06</u> |
|                             |                 |
|                             | \$ 7,474.65     |

He further advised the Board that the following bonds were due to mature in March, the proceeds of which were to be used for the construction payments of the Corporation's Laguna Street building:

\$280,000.00 p. v. U. S. Treasury 2-7/8%

The President reported to the Board the death of their esteemed associate, Mr. D. J. Murphy, who had served as a Director of this Corporation and of the Old People's Home for many years. Whereupon, on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That Mr. Barrett G. Hindes, President of this Corporation, tender to Mrs. D. J. Murphy a letter of sympathy as a humble expression of the Board's heartfelt bereavement.

The President next read to the Board a letter written to him by Directors Graham and Brown in their capacity as the Committee to advise the Board whether an investment counsel should be retained by the Corporation. After a thorough discussion of the recommendations as set forth in said letter and on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That the Board of Directors shall henceforth hold Special Meetings on the first Thursdays of the months of March, June, September and December at 4:00 o'clock P. M., for the primary purpose of reviewing the investment portfolio of this Corporation.

RESOLVED FURTHER, That the Treasurer of this Corporation shall cause to be prepared and delivered to all the Directors of this Corporation at least five days prior to said meetings a list of all the securities owned by this Corporation, priced at their approximate market values as of the nearest possible date before such meetings.

RESOLVED FURTHER, That a Special Meeting of this Board be held two weeks from this date, for the purpose of reviewing the securities of this Corporation.

The President next advised the Board that due to the passing of Directors Cushing and Murphy there were two vacancies on the Board. He stated that he had discussed this matter with Mr. W. W. Crocker, requesting him to suggest a successor to Mr. Murphy. He further advised the Board that Mr. Crocker felt that Mr. Charles de Limur would be a most suitable addition to the Board. Director Brown next stated that he thought Mr. Paul C. Newell would be a good replacement on the Board as a successor to Mr. Cushing. Thereupon, on motion duly made, seconded and unanimously carried, Mr. Charles de Limur and Mr. Paul C. Newell were made members of the Board of Directors of this Corporation, effective as of the adjournment of this meeting.

The President next stated that the positions of Vice President and Assistant Secretary were vacant. Thereupon, on motion duly made, seconded and unanimously carried, Mr. C. J. Bradley was elected Vice President of this Corporation and Mr. Charles de Limur was elected Assistant Secretary of this Corporation.

The President reported that the Board of Managers had raised \$25,000.00 for a Chapel, to be built at the Corporation's Laguna Street building.

Director Graham next advised the Board that he had attended three meetings with the Ladies' Finance Committee. He stated that the Committee presented budgets of \$14,000.00 per month for the operation of the Pine Street Home and \$1,800.00 per month for the operation of the Laguna Street Home, both of which he approved. Thereupon, on motion duly made, seconded and unanimously carried, the budgets as presented to the Finance Committee were approved, with the sole exception that after April 1, 1957, \$75.00 would be deleted from the Laguna Street budget, said \$75.00 being the accounting fee of Mr. H. S. Anderson, who will be employed by the Board of Directors as of said date. Director Graham stated that the Committee wished to recommend to the Board the adoption of an expenditure of \$8,220.00, to be used as gifts of appreciation to various employees of the Home. After a detailed discussion of this matter, on motion duly made, seconded and unanimously carried, the recommendation of the Committee was adopted.

The Board next discussed the matter of the two bookkeeping systems presently being used by the Corporation. The President stated that Mr. H. S. Anderson had written a letter, which had been approved by the Treasurer, recommending that both systems be combined and that henceforth the Corporation would maintain a single set of books of account. Thereupon, on motion duly made, seconded and unanimously carried, the recommendation of Mr. Anderson was carried, and the Board felt that after the consolidation of the books had taken effect, Mr. Anderson should be employed by this Corporation to maintain said books for a monthly fee of \$350.00.

The Board next approved the action taken by the Corporation's President and Secretary on January 17, 1957, when said Officers notified the Executor of the Last Will and Testament of Alice J. Epperson, Deceased, to abandon the property of the decedent in storage in Geneva, Switzerland, said property being valueless to the Corporation.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Fannie Ainsworth  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, March 21, 1957, at 4:00 o'clock P.M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting; and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, David L. White, Bradley B. Brown, Paul C. Newell, Charles de Limur, George Stimmel, C. J. Bradley and Fentress Hill, II

Directors Absent: Chalmers G. Graham, Ferard Leicester, James S. Hutchinson, Joseph A. Moore, Jr., and Bruce Cornwall.

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on March 7, 1957, were approved as written.

The Board next discussed in detail the Bond portfolio of the Corporation; and on motion of Mr. Bradley B. Brown, seconded by Mr. George Stimmel, the following resolutions were unanimously carried:

RESOLVED, That the President of this Corporation and the Treasurer of this Corporation are hereby authorized and instructed to complete the following transactions on behalf of this Corporation:

Sell at the Market Price:

\$50,000.00 p.v. 2-1/2% U. S. Treasury Bonds due 3/15/58-56  
\$20,000.00 p.v. 2-1/4% U. S. Treasury Bonds due 9/15/59-56  
\$50,000.00 p.v. 2-1/2% U. S. Treasury Bonds due 12/15/72-67

Using the proceeds of the above sales, together with such additional cash as may be required, purchase at the Market Price:

\$20,000.00 p.v. 4-1/4% Commonwealth Edison Company Bonds due 3/1/87-57  
\$20,000.00 p.v. 4-1/4% Southern California Edison Company First Refunding Bonds, Series "H", due 2/15/82-57  
\$20,000.00 p.v. 4-1/2% Pacific Gas & Electric Company First & Refunding Bonds due 12/1/86  
\$20,000.00 p.v. 4-1/4% Illinois Bell Telephone Company First Mortgage Bonds, Series "E", due 3/1/88  
4 1/4% Aluminum Company of America Sinking Fund

RESOLVED FURTHER, That should said Officers be unable to  
~~purchase~~ any issue or issues of the above described bonds, they are  
~~thereby~~ authorized and instructed to purchase as substitutes:

\$20,000.00 p.v. Food Machinery & Chemical Company 3.80% Bonds  
due 2/15/81 and/or

\$20,000.00 p.v. Oklahoma Gas & Electric 1st 4-1/2% Bonds due 1/1/87

The Board next discussed the Stock portfolio of the Corporation. It was their  
~~un~~ous opinion that the Directors should be given additional time to study said  
foolio, and on motion duly made, seconded and unanimously carried, it was:

RESOLVED, That a Special Meeting of this Board be held one week  
~~from~~ this date, for the primary purpose of continuing the review of the  
stocks owned by this Corporation.

There being no further business to come before the meeting, upon motion duly  
made, seconded and unanimously carried, the meeting was declared adjourned.



Ernest Hines  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, March 21, 1957, at 4:00 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting; and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, David L. White, Bradley B. Brown, Paul C. Newell, Charles de Limur, George Stimmel, C. J. Bradley and Fentress Hill, II

Directors Absent: Chalmers G. Graham, Ferard Leicester, James S. Hutchinson, Joseph A. Moore, Jr., and Bruce Cornwall.

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the special meeting of the Directors held on March 7, 1957, were approved as written.

The Board next discussed in detail the Bond portfolio of the Corporation; and on motion of Mr. Bradley B. Brown, seconded by Mr. George Stimmel, the following resolutions were unanimously carried:

RESOLVED, That the President of this Corporation and the Treasurer of this Corporation are hereby authorized and instructed to complete the following transactions on behalf of this Corporation:

Sell at the Market Price:

\$50,000.00 p. v. 2-1/2% U. S. Treasury Bonds due 3/15/58-56  
\$20,000.00 p. v. 2-1/4% U. S. Treasury Bonds due 9/15/59-56  
\$50,000.00 p. v. 2-1/2% U. S. Treasury Bonds due 12/15/72-67

Using the proceeds of the above sales, together with such additional cash as may be required, purchase at the Market Price:

\$20,000.00 p. v. 4-1/4% Commonwealth Edison Company Bonds due 3/1/87-57  
\$20,000.00 p. v. 4-1/4% Southern California Edison Company First Re-funding Bonds, Series "H", due 2/15/82-57

\$20,000.00 p. v. 4-1/2% Pacific Gas & Electric Company First & Re-funding Bonds due 12/1/86

\$20,000.00 p. v. 4-1/4% Illinois Bell Telephone Company First Mortgage Bonds, Series "E", due 3/1/88

\$20,000.00 p. v. 4-1/4% Aluminum Company of America Sinking Fund Bonds due 1/1/82

RESOLVED FURTHER, That should said Officers be unable to purchase any issue or issues of the above described bonds, they are hereby authorized and instructed to purchase as substitutes:

\$20,000.00 p.v. Food Machinery & Chemical Company 3.80% Bond due 2/15/81 and/or

\$20,000.00 p.v. Oklahoma Gas & Electric 1st 4-1/2% Bonds due 1/

The Board next discussed the Stock portfolio of the Corporation. It was unanimous opinion that the Directors should be given additional time to review the portfolio, and on motion duly made, seconded and unanimously carried.

RESOLVED, That a Special Meeting of this Board be held one month from this date, for the primary purpose of continuing the review of stocks owned by this Corporation.

There being no further business to come before the meeting, upon motion, seconded and unanimously carried, the meeting was declared adjourned.



Zentress  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, March 28, 1957, at 4:00 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting; and Fentress Hill, II, Secretary of the Corporation, acted as Secretary of the meeting.

Directors Present: Barrett G. Hindes, Bradley B. Brown, George Stimmel, Ferard Leicester, Charles de Limur, Paul C. Newell, C. J. Bradley and Fentress Hill, II

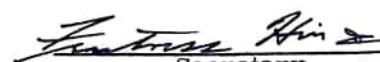
Directors Absent: Chalmers G. Graham, James S. Hutchinson, Joseph A. Moore, Jr., Bruce Cornwall, and David L. White

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the Special Meeting of the Directors held on March 21, 1957, were approved as written.

The Board next discussed in detail the Stock portfolio of the Corporation. It was their unanimous opinion that no change be made in the Stock portfolio at this time.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Secretary

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION & RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held in the office of Capt. Barrett G. Hindes on Wednesday, April 16, 1958, at 4:30 P.M.

|          |                                                         |                                                          |                  |
|----------|---------------------------------------------------------|----------------------------------------------------------|------------------|
| Present: | Barrett G. Hindes<br>George Stimmel<br>Bradley B. Brown | Chalmers Graham<br>Joseph A. Moore, Jr.<br>David White   | Ferard Leicester |
| Absent:  | C. J. Bradley<br>Bruce Cornwall<br>Paul Newell          | J. S. Hutchinson<br>Fentress Hill II<br>Charles de Limur |                  |

The President announced that a quorum was present and that the meeting was called for the purpose of considering the execution of an Agreement accepting a million and a half dollars worth of United States bonds in lieu of the performance bond or bonds and labor and material payment bonds or bond provided for in subdivision 10b of the Lease signed by C.A. Sammons, and subsequently assigned to Jack Tar Company.

The Agreement presented was in the form of a pledge Agreement, and Mr. White announced it had been prepared by Mr. John Steinhart, of the firm of Steinhart, Goldberg, Feigenbaum & Ladar, Attorneys for San Francisco Ladies' Protection and Relief Society and Mr. John R. Pascoe, the Attorney for Mr. Sammons. Mr. Graham believed the Agreement should not be signed until a written opinion of its effect was obtained from Mr. Steinhart, and the meeting was then adjourned to be continued at the call of the President.

The meeting was reconvened on Friday, April 18, 1959 at 9:30 A.M. with the same Directors present, and was called to order by Barrett G. Hindes, President of said corporation.

Mr. John Steinhart was present at said meeting, and explained that he had strengthened the Agreement between the Corporation and Mr. Sammons and The Jack Tar Company, and that it was now in a form which should be satisfactory to the corporation. He declined to give a written opinion as to its effect. After a lengthy discussion, Mr. Brown moved that the Agreement, in the form presented by Mr. Steinhart, should be accepted, and the officers of the corporation should be authorized to execute it. The motion was seconded by Mr. White, and was voted on by the members present. Mr. Graham voted no, and Messrs. Stimmel, White, Brown, Moore, Hindes and Leicester voted aye, and the motion was declared passed.

There being no further business, the meeting adjourned.

*Ferard Leicester*  
F.H.

ANNUAL MEETING

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the Members of San Francisco Ladies' Protection and Relief Society was held at the Pine Street Home, 2507 Pine Street, San Francisco, California, on Thursday May 9, 1957 at 2:00 P.M.

The meeting was called to order and presided over by the President of the Society, Captain Barrett G. Hindes. In the absence of Mr. Fentress Hill II, the secretary, Mr. H.S. Anderson, acted as secretary of the meeting.

The President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members, (a majority) being present, as required by the by-laws, the meeting was in order and competent to act.

The acting secretary then read the minutes of the last annual meeting, which was held on May 3, 1956 and upon motion duly made, seconded and carried, these minutes were approved as read.

The President then introduced Mrs. Warren C. Perry, President of the Board of Managers and requested her to report on the activities of the Board of Managers for the past year, which she then read.

The President then read his report covering the Year 1956, discussing the several non-recurring activities which had taken place during that period.

He then requested the acting secretary to read a condensed balance sheet of the Society as of December 31, 1956.

Mrs. Nigh, as secretary of the Laguna Home Unit and Mrs. Appelman, as secretary of the Pine Street Home Unit, read their reports covering the immediate activities of the respective Homes.

Upon motion being made, seconded and carried, the reports of the various officers as read were unanimously accepted and approved.

The following resolution, being moved and seconded and unanimously carried, was approved.

RESOLVED, that the Minutes of the Meetings of the Board of Directors of this corporation during the past calendar year be, and hereby are, in all respects approved; and that the Resolutions therein set forth be, and they hereby are, severally adopted, approved, ratified and confirmed; and that all actions of every kind taken by any Officer or Officers of the corporation, pursuant to any such Resolution, action, or authorization, be, and it is authorized, adopted, approved, ratified and confirmed.

The President then stated that nominations to the Board of Directors was in order, whereupon on motion duly made and seconded, the following persons were nominated to serve on the Board of Directors for the ensuing year.

|                    |                      |
|--------------------|----------------------|
| Bruce Cornwall     | Bradley Brown        |
| Chalmers G. Graham | Paul Newell          |
| Barrett G. Hindes  | Joseph A. Moore, Jr. |
| Ferard Leicester   | George Stimmel       |
| Charles De Limur   | David L. White       |
| C. J. Bradley      | Fentress Hill, II    |
| J. S. Hutchinson   |                      |

There being no other nominations, upon motion duly made, seconded and carried the nominations were declared closed and the acting secretary was ordered to cast the ballot of all members present. The ballot having been cast, the acting secretary announced that the thirteen persons nominated by the above motion had been duly and unanimously elected to serve for the ensuing year.

The President then stated that nominations to the Board of Managers was now in order, whereupon on motion duly made and seconded, the following persons were nominated to serve on the Board of Managers for the ensuing year.

|                             |                            |
|-----------------------------|----------------------------|
| Mrs. Emil Appelman          | Mrs. John J. Miller, Jr.   |
| Mrs. George L. Bean         | Mrs. William H. Nigh, Jr.  |
| Mrs. E.E. Blackie           | Mrs. Warren C. Perry       |
| Mrs. William K. Bowes       | Mrs. Charles B. Porter     |
| Miss Helen Bridge           | Miss Elizabeth J. Rolph    |
| Mrs. Edwin L. Bruck         | Mrs. Charles Edward Smith  |
| Mrs. Leo D. Byrne           | Mrs. Mortimer Smith        |
| Mrs. Donald Craig           | Mrs. Stuart F. Smith       |
| Mrs. A.C. Griffith          | Mrs. John T. Stephenson    |
| Mrs. William E. Hilbert     | Mrs. Edith D. Walkup       |
| Mrs. Thomas W. Hickley, Jr. | Mrs. E. W. Wilson          |
| Mrs. Edwin V. Krick         | Miss Margaret Zane         |
| Mrs. Philip F. Landis       | Mrs. Reginald Knight Smith |
| Mrs. J.W. Leavitt           | Mrs. James W. Towne        |
| Mrs. Ralph Lyon             | Miss Lottie G. Woods       |
| Mrs. Melanie L. Matignon    |                            |

There being no other nominations, upon motion duly made, seconded and carried, the nominations were declared closed and the acting secretary was ordered to cast the ballot of all members present. The ballot having been cast the acting secretary announced that the thirty-one persons nominated by the above motion had been duly and unanimously elected to serve for the ensuing year.

A general discussion was then held regarding the many problems to be solved in connection with the operation of the new Home when completed.

Mrs. Perry stated that her Board was working on the matter of the policy to be adopted in the accepting of guests and the general operation of the Home.

The question of a budget for operation and the amount of funds to be available from the Directors Fund was also discussed. Miss Bridge suggested that more joint meetings of the two boards, throughout the year, would be helpful.

No further business being presented, the meeting, upon motion duly made, seconded and carried, was declared adjourned.



FENTRESS HILL, II  
Secretary

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 2507 Pine Street, San Francisco, immediately after the adjournment of the annual meeting of the Society on Thursday, May 9, 1957.

The President, Mr. B.G. Hindes, presided and called the meeting to order.

The following directors, being a quorum of the Board were -  
Present: Hindes, Newell, Bradley, Stimmel, Leceister.  
Absent: Brown, Grahlan, Cornwall, Hutchinson, White, Moore, deLimur, Hill.

The President stated that the first order of business was the election of officers of the Board for the ensuing year, and upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

|                     |                    |
|---------------------|--------------------|
| President           | Barrett G. Hindes  |
| Vice President      | Charles J. Bradley |
| Secretary           | Fentress Hill, II  |
| Assistant Secretary | Charles de Limur   |
| Treasurer           | Fentress Hill, II  |

The President then appointed the following committees:

|                                             |                                                      |
|---------------------------------------------|------------------------------------------------------|
| Real Estate                                 | David L. White and Bruce Cornwall                    |
| Executive                                   | Barrett G. Hindes, Joseph A. Moore, Jr.              |
| Investment                                  | Bradley B. Brown, Charles J. Bradley                 |
| Liaison with<br>Managers' Finance Committee | Bradley B. Brown, Paul C. Newell,<br>George Stimmel. |
|                                             | Bradley B. Brown                                     |

The minutes of the Special meeting of the Directors held on March 28, 1957 were approved as written.

The President referred to the application now pending with the Federal Government for exemption from income tax, and after discussion Mr. Leceister was requested to make a thorough investigation of the status of the Society in this matter and report to the Board.

The President reported that the Board of Managers had presented a revised budget for the temporary operation of the Laguna Street Unit amounting to \$1,960.00 per month, and that they had also requested a single payment of \$1,104.19 to cover certain outlay which was not covered by their present budget.

After considerable discussion, both of these items were approved.

Discussion was also held regarding the best approach to the securing of an adequate budget for the operation of the Laguna Street Unit, when the full operation together with the various

rates and categories in which the guests to be accepted will  
No further business appearing, the meeting upon motion

  
FENTRESS HILL  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection & Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection & Relief Society was held at the office of the American Trust Company, California Street, San Francisco, California, on Thursday, June 6, 1957, 4:00 o'clock P. M.

Mr. Barrett G. Hindes, President of the Corporation, presided at the meeting; and Fentress Hill, II, Secretary of the Corporation, acted as Secretary

Directors Present: Barrett G. Hindes, Paul C. Newell, C. J. Bradley, George Stimmel, Bruce Cornwall and Fentress Hill, II

Directors Absent: Gerard Leicester, Bradley B. Brown, Chalmers G. Graham, James S. Hutchinson, David L. White, Joseph A. Moore, Jr., Charles C. de Limur

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the meeting held on May 9, 1957, were approved as written.

The Board next discussed in detail the investment portfolio of the Corporation. It was their unanimous opinion that no change be made in the portfolio at this time.

There being no further business to come before the meeting, upon motion made, seconded and unanimously carried, the meeting was declared adjourned.

*Fentress Hill*  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, September 5, 1957, at 4:00 o'clock P.M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting; and Fentress Hill, II, Secretary of the corporation, acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, Bruce Cornwall, C. J. Bradley, Paul C. Newell, Ferard Leicester, Bradley B. Brown, David L. White, and Fentress Hill, II

Directors absent: George Stimmel, Chalmers G. Graham, James S. Hutchinson, Joseph A. Moore, Jr., and Charles de Limur

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the meeting held on June 6, 1957, were read and approved.

The Board next discussed the corporation's property located at 2507 Pine Street. It was the opinion of the Board that this property should be offered for sale to local real estate firms at an asking price of \$225,000.00. The Chairman requested Director White to circulate a description of the property to firms of his choosing.

Director White reported that he had received an offer for the purchase of the corporation's Daly City lots, said offer amounting to \$2,500.00. It was the opinion of the Board that after title to said lots could be cleared, Director White should proceed with the sale at his discretion.

Director Brown read a letter he had received from Mrs. W. H. Nigh, outlining various budget requests that had been approved by the Finance Committee. After a discussion of this matter, on motion duly made, seconded and carried, it was

1. The budget for setting up the Infirmary will be \$2,500.00. This includes buying some new furniture and redoing some old furniture, also cost of cubical curtains.
2. Budget for Garden Committee:  
Garden, to include dirt, plants and extra labor                            \$325.0  
Planter in dining room                                                          420.0  
                                                                                              \$745.0
3. Dining room budget, napkins & mats                                    \$132.0  
(uniforms to be considered later)
4. Pensions. The Board recommends that the amount of pension payment to the Society be increased to \$71.00, and to the individual to \$34.00, in order that the pensioner may avail himself of the raise in the pension rate of \$105.00. Whenever any pensioner is in the infirmary, a charge of \$1.00 per day shall be made.

The Board next discussed the financial condition of the corporation. It was the opinion of the Board that the Executive Committee should meet to review the stock and bond portfolio of the corporation; and if in their opinion it was advisable to make any changes in said portfolio, they were authorized so to do.

There being no further business to come before the meeting, upon motion made, seconded and unanimously carried, the meeting was declared adjourned.

  
John F. Tamm  
Secretary

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Tuesday, November 26, 1957, at 4:00 o'clock P. M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting; and Fentress Hill, II, Secretary of the corporation, acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, C. J. Bradley, Ferard Leicester, Bradley B. Brown, David L. White, Chalmers G. Graham, Paul C. Newell, and Fentress Hill, II

Directors absent: George Stimmel, James S. Hutchinson, Joseph A. Moore, Jr., and Charles de Limur

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The minutes of the meeting held on September 5, 1957, were approved as written.

The Board next discussed the corporation's property located at 2507 Pine Street. Director Hill read a letter written to the Society by Albert E. Hayes, Chief, Division of Fire Prevention and Investigation of the City and County of San Francisco Fire Department. Said letter is attached to these minutes. After a thorough discussion of Chief Hayes' letter, it was the unanimous opinion of the Board that the Pine Street property should be sold as soon as possible. Thereupon, on motion duly made, seconded and unanimously carried, the following resolutions were adopted:

RESOLVED, That the President or the Vice President and the Secretary be and they hereby are authorized, empowered, and directed to sell for the best price obtainable, and upon such terms and conditions as they shall deem for the best interests of this Corporation, certain real property owned by this Corporation, described as follows:

All that certain real property situate, lying and being in the City and County of San Francisco, State of California, described as follows, to-wit:

Parcel One: Beginning at the point of intersection of the southerly [redacted] Street with the westerly line of Pierce Street; thence

running at a right angle southerly 137 feet and 6 inches; thence running at a right angle easterly 275 feet to said line of Pierce Street; thence running northerly along said line of Pierce Street 137 feet and 6 inches to the point of beginning.  
Being a portion of Western Addition Block No. 427.

Parcel Two: Beginning at a point on the westerly line of Pierce Street, distant thereon 100 feet northerly from the northerly line of Bush Street; running thence northerly along said line of Pierce Street 37 feet and 6 inches; thence at a right angle westerly 137 feet and 6 inches; thence at a right angle southerly 37 feet and 6 inches; and thence at a right angle easterly 137 feet and 6 inches to the point of beginning.

Being a portion of Western Addition Block No. 427.

RESOLVED FURTHER, That the said officers be and they hereby are authorized and empowered to enter into such agreements as may be necessary to carry out the sale of said property, and to consummate such sale by executing and delivering a deed to the property, for and in behalf of and under the seal of this Corporation.

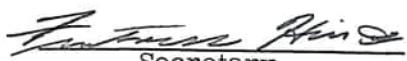
Director Hindes next read a letter dated November 17, 1957, written to ~~Mr.~~ Mrs. Joy W. Perry in connection with severance gifts and retirement pay ~~to~~ some of the corporation's personnel. Copy of said letter is attached to the records of this meeting. After a thorough discussion of this subject, it was the opinion of the Board that Miss Ash's severance pay should be referred to Mr. Graham and that he would contact the Board of Managers, to work out the details of her retirement. Miss Hamilton was to be given a severance gift of \$1,000.00, and the Board of Managers were to rescind the right of Miss Hamilton to live at ~~the~~ Home.

The Board next discussed the matter of moving the Home's furniture from Pine Street to Laguna Street. It was the unanimous opinion of the Board that \$7,152.00 be allowed the Board of Managers to cover the cost of said move.

A gift of \$1,000.00 was acknowledged as having been received from Mrs. E. S. Heller, to be used to defray the expense of furniture in the Garden Room.

The Treasurer pointed out that due to a misunderstanding between the Society and Mr. C. A. Sammons, Mr. Sammons had neglected to pay the Society the first six months' rent due on the Society's Van Ness Avenue property. The Treasurer stated that Mr. Sammons had been contacted and that he was presently in the process of remitting said rent to the Society. It was the opinion of the Board that the interest provision for delinquent rents as contained in the lease should be waived with regard to this present delinquency.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.

  
Secretary

CITY AND COUNTY OF SAN FRANCISCO  
SAN FRANCISCO FIRE DEPARTMENT

DIVISION OF  
PREVENTION AND INVESTIGATION  
ROOM 2, CITY HALL

TELEPHONES  
HEMLOCK 1-211  
UNDERHILL 1-80

November 20, 1957

San Francisco Ladies Protective  
and Relief Society  
#1 Montgomery Street  
San Francisco, California

ATTENTION: Mr. F. Hill

Dear Sir:

In confirmation of our conversation regarding the Crocker Old Peoples' Home, Pine and Pierce Streets, may we say that this is a four-story frame building and as such does not conform in any way with the requirements of present codes, regardless of any use which might be planned.

In view of this status of the building, we are strongly recommending that it be razed as soon as possible after its present use as an institutional occupancy has been discontinued.

Thanking you for your cooperation in this matter,  
I remain

Very truly yours,

*Albert E. Hayes*  
Albert E. Hayes, Chief  
Division of Fire Prevention  
and Investigation

RO:R:er

FRANCISCO LADIES PROTECTION  
RELIEF SOCIETY  
LAGUNA STREET  
FRANCISCO 23  
1-6714

November 17, 1957.

Captain Barrett G. Hindes,  
President, Board of Directors,

Dear Captain Hindes:

At the meeting of the Board of Managers on September 4, 1956 and again at a called meeting of the Executive Committee on September 28, 1956 it was agreed to give severance gifts to the following employees: -

Miss Helen Moore, Nurse,  
Annie Keigher, Laundress,  
Henry Young, Cook,  
Bridget McDermott, Elevator Girl,  
Leona McPhail, Housekeeper.

Checks for the above have been received.

At that time the Board and the Executive Committee also agreed unanimously: -

"that Miss Georgina Hels Ash be paid her full salary up to the time she is sixty five years of age, which will be on February 28, 1959, whether she is still on the staff or not."

Miss Ash's resignation, brought about by the merger, is now effective and the undersigned request that she receive a letter advising her that the Society will pay her salary in accordance with the above agreement; the payments to be on a monthly basis.

The President, Vice Presidents and Members of the Board of Managers hope that you will kindly give this matter your immediate attention.

Thanking you again for your constant interest in the Society, I am

Copies to:  
Fentress Hill  
Bradley B. Brown  
Bruce Cornwall  
Farred Leicester

Sincerely yours,

Joy W. Perry

Joy. w. Perry

Directors' Meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, December 5, 1957, at 4:00 o'clock P. M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting; and Fentress Hill, II, Secretary of the corporation, acted as Secretary of the meeting.

Directors present: Barrett G. Hindes, C. J. Bradley, Ferard Leicester, Bradley B. Brown, Charles de Limur, Bruce Cornwall, and Fentress Hill, II

Directors absent: David L. White, Chalmers G. Graham, Paul C. Newell, George Stimmel, James S. Hutchinson, and Joseph A. Moore, Jr.

A quorum of the Directors being present and the meeting having been called, the President announced that the meeting would proceed with the transaction of business.

Director Bradley reported that the Society had received an offer from an affiliate of the Dominican Convent of San Rafael to purchase the corporation's 17 Pine Street property for a gross amount of \$125, 000. 00. Thereupon, on motion duly made, seconded and unanimously carried, it was the opinion of the Board that said offer should be accepted.

The Board next discussed the financial condition of the corporation. It was the opinion of the Board that the Executive Committee should review the stock and bond portfolio of the corporation and if in their opinion it was advisable to make any changes in said portfolio, they were authorized so to do.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried the meeting was declared adjourned.

  
Fentress Hill  
Secretary

Directors' meeting  
San Francisco Ladies' Protection and Relief Society

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, California, on Thursday, March 6, 1958, at 4:00 o'clock P.M.

Mr. Barrett G. Hindes, President of the corporation, presided at the meeting; and Mr. Charles de Limur, Assistant Secretary of the corporation, acted as secretary of the meeting.

Directors present: Barrett G. Hindes, C. J. Bradley, Bruce Cornwall, Bradley B. Brown, Ferard Leicester, George Stimmel, David L. White, Paul Newell, and Charles de Limur

Directors absent: J. S. Hutchinson, Joseph A. Moore, Jr., Chalmers G. Graham and Fentress Hill, II

A quorum of the Directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President referred to the retirement of Miss Ash, as Superintendent of the "Home" at 3400 Laguna Street, and reviewed the conversations which had taken place between this Board and the Board of Managers concerning the sum of money which should be given her as a gift of appreciation on retiring. He stated that at a meeting of the Ladies' Finance Committee, an agreement had been reached that it would be recommended to the respective Boards that a lump sum severance gift of \$4,800.00 was deemed appropriate, conditioned on Miss Ash's removing her sister from the "Home" within ninety days. Subsequently the Board of Managers repudiated their Finance Committee recommendation and again requested the Board of Directors to approve a payment to Miss Ash in an amount of her recent salary to continue until her sixty-fifth birthday. After considerable discussion, it was on motion, seconded and passed finally,

RESOLVED, That in consideration of the vote taken at the meeting of the Board of Managers in favor of giving to Miss Ash the sum of \$6,000.00, this Board be authorized to pay to her \$6,000.00 as a severance of employment gift, it being understood that her sister, who had been a resident of the "Home" for some time, has permanently left the "Home".

Upon a vote being taken on this motion, there were six in favor and three opposed. The resolution was therefore carried.

The President stated that there was now accumulated approximately \$220,000.00 with the Wells Fargo Bank, Trust Department, being principally funded from Government bonds which have matured and which were to be available for payments on the new building if and when required. Of this sum he stated that he

~~It~~ felt \$175, 000.00 could be invested in suitable securities, the amount left to complete the payment on the building and furniture.

Upon motion duly made, seconded and carried, it was voted,

RESOLVED, That \$175, 000.00 be invested in corporate bonds of the same caliber as are now held by the Society, that the Investment Committee of this Board make specific recommendations as to which bonds should be purchased, and that the Executive Committee be authorized to make the approved purchase.

Mr. Brown also recommended that 800 shares of ~~Standard Oil Company~~ be sold and that the proceeds of such sale be used to purchase equal amounts the shares of Standard Oil Company of California and Standard Oil Company of New Jersey. This recommendation was adopted.

Mr. White reported on the property on Van Ness Avenue. He stated that the plans for the new buildings to be constructed by the lessee have been completed and have been approved; also that the plans have been given out to contractors for bidding, which bids are to be opened on March 21, 1921.

Mr. White also presented a copy, signed, of an assignment of the lease between Mr. Sammons and this Society to the Jack Tar Co., a Texas corporation. This assignment is in accordance with provisions under the lease with Mr. Sammons.

No further business appearing, the meeting upon motion ~~was adjourned~~ seconded and carried, was adjourned.

s

*Chairman -*

Assistant Secretary

ANNUAL MEETING

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home at 3400 Laguna Street, San Francisco, California, on Thursday, May 8, 1958 at 2:00 P.M.

The meeting was called to order and presided over by the president of the Society, Capt. Barrett G. Hindes, the secretary, Mr. Fentress Hill, II, being present and acting.

The president announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members, (a majority) being present, as required by the by-laws, the meeting was in order and competent to act.

The secretary then read the minutes of the last annual meeting, which was held on May 9, 1957, and upon motion duly made, seconded and carried, these minutes were approved as read.

The president then read his report covering the activities of the Society during the year 1957 and in accordance with the wishes of the members, this report is made a part of these minutes and to be spread on the Minute Book.

The president requested Mrs. William Hilbert, 2nd Vice President of the Board of Managers, to read the report of the president of the Board of Managers, owing to the absence of Mrs. Perry, and also of Mrs. Porter, 1st Vice President. This being done, the report is also made a part of these minutes.

The treasurer of the Board of Managers, Miss Helen H. Bridge, briefly reported on her activities and included in her remarks, a letter with which she enclosed a check of the Board of Managers returning the sum of \$5,380.57 to the Board of Directors, being the surplus from the budget from the year 1957. This letter is attached to and made a part of these minutes.

Upon motion duly carried unanimously, the foregoing reports were accepted and ordered spread upon the minutes.

Mrs. Craig stated that she would like to move the approval and confirmation of the acts of the Officers and of the Board of Directors during the past year, and in so doing to thank them for the time and interest they have all given to the Society in the past. The following resolution was then unanimously carried.

I should like to move the "approval and confirmation of the acts of the Officers and of the Board of Directors during the past year", and in so doing I wish to thank them for the time and interest they have all given to the Society in the past.

The president then announced that nominations to the Board of Directors was in order, but wished to comment before nominations were made that Mr. Hutchinson, one of our oldest members of the Board of Trustees and Directors, has asked that his name not be submitted as a nominee for the coming year. It occurs to me that under New Business later in the Meeting, it would be appropriate to amend Art. 3, Sec. 1 of the by-laws, to provide for an Honorary Life Membership classification in the Society, so that those people who have served so long and done so much good work can maintain their close association with the Society, without their conscience pricking them for frequent non-attendance of meetings and inability to carry on duties as active members of the Boards for various reasons. The Ladies' Board has recognized this situation by naming three of their most revered members, Miss Lottie Woods, Mrs. James Towne, and Mrs. Reginald Knight Smith to Honorary Membership of their Board. This is naturally a disadvantage in that, the board being limited, it precludes the adding of additional active members. Let's take this matter up further under New Business.

After these remarks, the following twelve persons were nominated to serve on the Board of Directors for the ensuing year:

|                    |                    |
|--------------------|--------------------|
| Barrett G. Hindes  | Chalmers G. Graham |
| Charles J. Bradley | Ferard Leicester   |
| Fentress Hill, II  | Joseph A. Moore    |
| Charles de Limur   | Paul C. Newell     |
| Bradley B. Brown   | George Stimmel     |
| Bruce Cornwall     | David L. White     |

As the number of nominations is within the prescribed number set forth in the by-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twelve persons nominated by the above motion had been properly elected Directors of this corporation to serve for the ensuing year and until the election of their successors.

The president stated that nominations to the Board of Managers was now in order whereupon on motion duly made and seconded, the following twenty-eight persons were nominated to serve on the Board of Managers for the ensuing year.

|                            |                            |
|----------------------------|----------------------------|
| Mrs. Emil Appleman         | Mrs. John J. Miller, Jr.   |
| Mrs. George L. Bean        | Mrs. William H. Nigh, Jr.  |
| Mrs. E.E. Blackie          | Mrs. Warren C. Perry       |
| Mrs. William K. Bowes      | Mrs. Charles B. Porter     |
| Miss Helen Bridge          | Miss Elizabeth J. Rolph    |
| Mrs. Edwin L. Bruck        | Mrs. Charles Edward Smith  |
| Mrs. Leo D. Byrne          | Mrs. John T. Stephenson    |
| Mrs. Donald Craig          | Mrs. Edith D. Walkup       |
| Mrs. A.C. Griffith         | Mrs. E. W. Wilson          |
| Mrs. William E. Hilbert    | Miss Margaret Zane         |
| Mrs. Thomas W. Hickey, Jr. | Mrs. Reginald Knight Smith |
| Mrs. Edwin V. Krick        | Mrs. James W. Towne        |
| Mrs. Philip F. Landis      | Miss Lottie G. Woods       |
| Mrs. J.W. Leavitt          | Mrs. Mortimer Smith        |
| Mrs. Ralph Lyon            | Mrs. Stuart F. Smith       |
| Mrs. Melanie L. Matignon   |                            |

As the number of nominations is within the prescribed number set forth in the by-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twenty-eight persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

Mr. Newell then remarked that along the lines suggested by the President during the discussion on the election of the Board of Directors,... "I should like to move that the by-laws of the Society be amended to provide for a classification of membership, to be known as Honorary Life Members. For that purpose I move that after Article III, Section 1 of the by-laws, Section 1-A be inserted, to read substantially as follows but subject to possible rewording by the Society's attorney: "In addition to the membership set forth in Section 1 above, there shall be an Honorary Life Membership classification, to which members of the Society may be elected in recognition of long and active service. These members shall have all rights and privileges of the regular membership except that of voting at Society Meetings. Members may be elected to this classification only upon nomination by a special committee, consisting of the President and Vice Presidents of the Board of Directors and the Board of Managers; such nomination to be confirmed by election by the full membership of the Society." This resolution, having been seconded, was then carried unanimously.

The names of: Mrs. George L. Bean      Mrs. Reginald Knight Smith  
Miss Lottie G. Woods      Mr. J. S. Hutchinson  
Mrs. James W. Towne

were placed in nomination to be elected as Honorary Life Members, and the ballot being taken they were unanimously elected. The President indicated that some suitable certificate or other evidence be given to each person elected to this category.

The question was brought up regarding possible changes in the by-laws from time to time, and it was the opinion of the members that a continuing committee be appointed by the President of the Society, which would include three members of the Board of Directors and three members of the Board of Managers, to review the by-laws and consider suggested changes.

There being no further business presented, the meeting, upon motion duly made, seconded and carried, was declared adjourned.

  
FENTRESS HILL, II  
Secretary

PRESIDENT'S REPORT OF ACTIVITIES OF SOCIETY DURING YEAR 1957  
AS GIVEN AT THE ANNUAL MEETING - MAY 8, 1958

May I welcome the members of the Society to this Annual Meeting which takes place today in this new area which we have just been created primarily to afford the Society greater opportunity to carry on its charitable activities.

1957 has been a historical one for our Society, and marks a new era in its history. In my opinion, the noteworthy features of this year were:

First - the completion of the new wing and facilities, which have brought the Home to a first position in the care for the elderly.

Second - the merging of all of us into one Society, and the erasing of distinctions between the two homes to which our residents may have had former loyalty.

Third - the final development on one of the Society's main assets, our Van Ness Avenue block, where the lessee has started construction of a \$12,000,000 improvement which will bring increased income and security to our Society over a long period of years.

Within my knowledge, the members of the Society on both the Board of Managers and the Board of Directors have never worked so diligently and accomplished more in any one year of the Society's history, and have never brought as much comfort to so many of the elderly, to whose welfare we are dedicated.

Now that we are somewhat shaken down, and our growing and merging pains have subsided, it is essential that we review our by-laws and precedents which were either made hurriedly or grew under different circumstances than the big business we are operating today. Many of them must be rendered appropriate to form a firm and stable base upon which we are to operate in the future. Your Policy Committee is charged with this problem, and it is going to take a great deal of fine judgment and weighing of the many factors involved, to produce that firm platform. Due to the fact that people come to us for care under different conditions of life, and further that because the Society and its care are better known, the list of applicants and the pressures brought in some of their behaviors are going to present a serious problem to the Admissions Committee unless a set of definite standards are set up.

The Board of Directors have met frequently during the year, although not regularly. The securities and other assets of our funds have been reviewed from time to time and appropriate changes have been made. Requests for funds both for operation and capital improvements have been carefully considered, and authorizations made taking into consideration both the merit of the request and the appropriate use of Society funds for such.

I regret that Mrs. Perry, the President of the Board of Managers during these important times, is not able to be with us today, but she has written her Report which will be read to you. I would like at this time to commend, not only the Officers of the Ladies' Board, but all of its members who have been so helpful during the year. Their Board has met frequently.

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new budget, based on the first  
six months experience.

We shall make this budget as  
realistic as possible and shall  
spend it carefully, with the  
understanding that any surplus  
will be returned to the trustees  
at the end of the budget year.

As we have not yet experienced  
a full year at 3400 Saguna  
Street, we may be faced with some  
unforeseen expenses, however  
we ask that the Board of Directors  
accept our intuitions in trust  
and good faith.

Most sincerely  
Helen & Bruce

H B

May 10<sup>th</sup> 1958

Mr Barnett G. Hines  
President of the Board of Directors.

Dear Mr. Hines,

Enclosed is a check in the  
amount of \$5380.51 which  
represents the surplus from our  
budget for the year 1957.

The Board of Managers is  
carefully setting a policy for the  
future.

It is our intention to revise  
the present taxation budget for  
1958, and to present to the

Captain Hindes, members of the Ladies' Protection  
and Relief Society-

We regret the absence of Mrs. Warren Perry, our  
President, and Mrs. Charles Porter, First Vice-President  
from such a momentous annual meeting, <sup>as</sup> But it is a great  
privilege to thank each one of you in person for the  
tremendous unselish work you have done this past year.  
We may well be proud that the accomplishments made should  
be a modern version of the intentions of the original  
founders of our society. The symbol of this harmony could  
be expressed by a conversation held with one of the old  
ladies after our settling at 1400 Laguna. When asked  
if she was happy, she replied, "Happy - how could we be  
otherwise, when we are completely surrounded by beauty?"

And now it gives me pleasure to read Mrs. Perry's  
report.

To the Board of Trustees  
and the Board of Managers,  
3400 Laguna Street, San Francisco

1.

I regret that I cannot be present today at this important Annual Meeting, to extend a welcome to all the members of the Corporation on this One Hundred and Fifth Anniversary of the San Francisco Ladies' Protection and Relief Society, and particularly to congratulate all of those who have striven so hard for the completion of the merger with the Old Peoples' Home.

The realization of our dream of having a modern, fireproof structure where we may hope to keep abreast of the times in providing the best of care for the aged has at last come true; we can now confidently look forward to making a real home in every sense of the word for one hundred and sixteen senior citizens in this beautiful and up-to-date building.

This splendid result came about through the sustained effort and unremitting hard work of the Board of Trustees who, with Captain Hindes as chairman, handled the financial and technical affairs of the building program - a very real philanthropy on the part of these busy men. Equally hard-working and devoted through all of this long period of planning and construction, our fine Board of Managers, through its appointed committees, labored constantly with the Architects to find the best solutions of the various problems possible under the existing conditions; -- and when the building was done, the Herculean tasks of furnishing and moving in were most efficiently carried out by this same Board, ably assisted by our faithful Administrator, Mrs. Anna Pogson.

We are proud of our Chapel, brought into being through the generous gifts of a group of private donors, which gives continuing spiritual comfort to many throughout the Home; and we are much indebted to the Hindes family for the remodeling and furnishing of the little stone cottage in memory of Saretta Hindes, long a beloved member of the Board. These good people will always have our warm thanks and sincere appreciation.

The Open House on April 18th. was a most successful and rewarding climax in what for many years had been but an ambitious dream - now miraculously come into existence. It was, for all of us who have given so much through these same years, a deeply moving and significant occasion.

Now that this is done, I am asking you for a leave of absence - as Mr. Perry and I are planning to be abroad for some months. With its excellent staff of employees, I know that the Home is functioning so well that I can turn over to my successor with my blessing the task which has brought me such lasting pleasure and deep satisfaction as President of an institution which is unquestionably one of the best of its kind -- and which has the great good fortune to be presided over by the most loyal, active and conscientious Board of Trustees and Board of Managers that any such officer could possibly have desired.

*Joy W. Perry*  
Joy W. Perry

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 8, 1958, immediately following the adjournment of the annual meeting of the Society.

The following Directors, being a quorum of the Board, were:  
Present: Barrett G. Hindes, C.J. Bradley, Fentress Hill II, Paul C. Newell,  
Bruce Cornwall and Ferard Leicester.

Absent: Joseph A. Moore, Jr., David L. White, Chalmers Graham, Bradley B. Brown, George Stimmel and Charles C. deLimur

Mr. Ferard Leicester, being appointed temporary chairman, stated that the first order of business was the election of officers of the Board for the ensuing year; and upon motion duly made, seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified:

|                     |                    |
|---------------------|--------------------|
| President           | Barrett G. Hindes  |
| Vice President      | Charles J. Bradley |
| Secretary           | Fentress Hill, II  |
| Assistant Secretary | Charles de Limur   |
| Treasurer           | Fentress Hill, II  |

The President took the chair and appointed the following committee:

|                        |                                                                                  |
|------------------------|----------------------------------------------------------------------------------|
| Real Estate            | David L. White, Bruce Cornwall                                                   |
| Executive              | Barrett G. Hindes, Joseph A. Moore, Jr.,<br>Bradley B. Brown, Charles J. Bradley |
| Investment             | Bradley B. Brown, Paul C. Newell,<br>George Stimmel, Fentress Hill, II           |
| Liaison with Managers' |                                                                                  |
| Finance Committee      | Bradley B. Brown                                                                 |
| Attorney               | Ferard Leicester                                                                 |

On motion, duly carried, Mr. H.S. Anderson was reappointed to serve the Board for the ensuing year at the monthly fee of \$400.00 per month, the increase in fee from \$350.00 to be retroactive to January 1, 1958.

Upon motion, duly carried unanimously, it was agreed to dispense with the reading of the minutes of the meeting of this Board held on April 16, 1958, and to accept same as written in the Minute Book.

The following additional motions were also passed unanimously:

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of Farquhar & Heimbucher, C.P.A., are reappointed auditors for the Society for the ensuing year.

The President stated that at the special meeting held on April 18, 1958, the Board had voted to accept \$1,500,000 in United States bonds in payment of division 10b of the lease signed by C.A. Sammons. It was also reported that the Society had received the bonds referred to and that they were deposited with the Trust Department of the Wells Fargo Bank.

The President outlined to the Board the penalty for failure to pay the amount due to the contractor on the new building at 3400 Laguna Street. He stated that the contractor had filed a mechanic's lien and may file a suit for \$6,600.00 if he is not paid. He also stated further that he had been fortunate enough to have the services of attorney, Mr. R. L. Ferguson, who would represent the Society in the matter. It was the opinion of the meeting that the matter be left in the hands of Mr. Ferguson and that an effort be made to reach a compromise.

In connection with the receiving of further guests, it was voted that the Board of Managers be requested to submit rates covering such guests as would be "subsidized" by the Society. The Board of Managers should recommend to the Board of Directors a final rate to be used in the matter.

John M. Smith  
Secretary

of the Board on April 16, 1958,  
the bonds provided for in sub-  
wished to advise the Board  
and that they had been  
Bank, San Francisco.

ssessed against the con-  
tated this had been figurred  
ibly take legal action. He  
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the services of Mr. A. H.  
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WILL, II

#### DIRECTORS' MEETING

#### SAN FRANCISCO LADIES' PROTECTION AND

Ladies' Protection and Relief Society was hel-  
Trust Company, 464 California Street, San Fr  
at 4:00 P.M.

Captain Barrett G. Hindes, President o  
meeting.

Present: Barrett G. Hindes, Charles J. Br  
Newell, Ferard Leicester.

Absent: Bradley B. Brown, David L. Whit  
Chalmers G. Graham, Joseph A. I

A quorum of the directors being pre-  
called, the President announced that the  
transaction of business.

The minutes of the organization me-  
were read by the acting secretary, Mr.  
Book, copies of these minutes will be  
carried, were accepted as read.

The President stated that in add-  
to the secretary of the Board of Mana-

of cash funds at the various banks,  
no surplus funds available for inve-

were on request of the President, I  
that he anticipated that the Commi  
Board.

The President then reported  
regarding the settlement of the  
and some compromise was likely t

No further business appear

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Friday, June 27, 1958 at 2:30 P.M.

Captain Barrett G. Hindes, President of the Society, presided at the meeting; Mr. Fentress Hill II, being present and acting as secretary.

Present: Barrett G. Hindes, Bruce Cornwall, Ferard Leicester, Charles J. Bradley, Paul C. Newell, Fentress Hill II, Bradley B. Brown, David L. White, Chalmers G. Graham

Absent: Joseph A. Moore, Jr., George Stimmel, Charles de Limur

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on June 5, 1958, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The President read a letter signed by the members of the Investment Committee, outlining the procedure which it recommended should be established in connection with the Society's investments.

Upon motion duly made, seconded and carried unanimously, it was resolved that this procedure should be immediately put into effect.

Mr. Brown made some general remarks concerning the investment portfolio, but stated that the Committee was not yet ready to suggest any changes. He recommended that the Society purchase 29 shares of Pacific Gas & Electric Co. common stock, under the rights now being offered, the amount of this investment being approximately \$1,400. This purchase was agreed upon.

The President then reported in the matter of the settlement with the contractor on the new building. He stated that our attorneys advise that a settlement can now be made by the Society making payment of \$3,750 out of the amount of \$6,600 that was retained as penalty. This settlement was unanimously approved and the President authorized to proceed with the closing of the matter.

The President stated that the next order of business was the consideration of the budget for the operation of the "Home" for the ensuing six months, until the end of this financial year. He asked Mr. Brown to report on his meeting with the Finance Committee of the Board of Managers regarding this matter. Mr. Brown stated that the amount requested by the Board of Managers for their monthly operation of the "Home" was \$19,763. After a general discussion of the subject, in which it was brought out that there was not yet sufficient time to have established at the "Home" a typical monthly expense rate, it was moved, seconded and carried unanimous~~ly~~ that the amount of the budget, being the sum which the Directors would transfer to the Board of Managers monthly for the operation of the "Home" would continue to be \$18,500 until December 31, 1958.

Mr. Brown further stated that the Finance Committee had for two additional sums, being \$3,294.00 for sterilizing equipment and \$2,600.00 for changes in the call system from discussion, it was agreed that the sum of \$3,294.00 be advanced by the Board of Managers for the equipment referred to, and that the Board of Managers be authorized to have an expert survey the call system and report to Mr. Newell and Mrs. Craig, Chairman of the Building Committee, after which a decision will be reached.

Reference was made to the work being done by the policy Board of Managers, regarding conditions under which a resident in the "Home", and whether the Society should consider the same contracts.

After considerable discussion, it was expressed as the opinion that they would consider favorably selling life care contracts, but no final action be taken until a study of the subject is made. The Board appointed a special committee composed of Mr. Bradley, Mr. H. Hindes to make such a study and report back to this Board.

The President then asked consideration of the status of those who are on probation at \$71.00 per month - these being Miss I. Brook and Miss Delaney. It was agreed that they be continued in making payment of their monthly income, but retaining \$40.00. This arrangement is to continue until submission of a financial statement by each of them and the preparation of a suitable contract with the Board.

The President advised the Board that there was considerable discussion among the members of the Society as well as among residents of the "Home" as to the name of the residence operated by the Society. This subject being discussed, it was brought out that this Board felt it in the best interest that the name be changed to something more appropriate and that the Board of Managers be urged to take the necessary action to change the name and to recommend a name to this Board for decision.

No further business appearing, the meeting, upon motion was adjourned.



FENTRESS HILL,  
Secretary

(Subject to approval at next meeting of Board.)

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, September 4, 1958 at 2:30 P.M.

Mr. Charles J. Bradley, Vice President of the Society presided at the meeting in the absence of the President; the Secretary, Mr. Fentress Hill II, being present and acting.

|          |                    |                    |
|----------|--------------------|--------------------|
| Present: | Charles J. Bradley | Chalmers G. Graham |
|          | Bradley B. Brown   | Fentress Hill II   |
|          | Ferard Leicester   | Bruce Cornwall     |

|         |                   |                      |
|---------|-------------------|----------------------|
| Absent: | Barrett G. Hindes | Joseph A. Moore, Jr. |
|         | David L. White    | George Stimmel       |
|         | Charles de Limur  | Paul Newell          |

A quorum of the directors being present and the meeting having been duly called, the Vice President announced that the meeting would proceed with the transaction of business.

The Vice President stated that each of the directors had received a copy of the minutes of the last meeting of the Board held on June 27, 1958, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The Vice President stated that the main reason for the calling of the meeting was to hear a report on the Society's portfolio from the Investment Committee.

Mr. Brown, chairman of that Committee, then submitted the report of the Committee, and after discussion, it was moved, seconded and carried that the report be adopted and Treasurer was requested to take the necessary steps to effect the changes recommended, which are listed herewith:

|       |                                        | APPROX.      |                          |            |
|-------|----------------------------------------|--------------|--------------------------|------------|
|       |                                        | <u>PRICE</u> | <u>ANNUAL<br/>INCOME</u> | <u>NET</u> |
| SELL  | 257 Share Gulf Oil                     | \$ 28,270    | \$ 642                   |            |
| BUY   | 560 Sharles Standard Oil<br>of Indiana | 28,000       | 1,120                    | \$ 478     |
| <hr/> |                                        |              |                          |            |
| SELL  | 200 Shares National Steel              | 13,000       | 600                      |            |
| BUY   | 200 Shares United States Steel         | 15,400       | 600                      | -          |
| <hr/> |                                        |              |                          |            |

|      |                                            |               |            |
|------|--------------------------------------------|---------------|------------|
| SELL | 1,500 Shares Atchison Topeka<br>& Santa Fe | \$ 34,500     | \$ 1,8     |
|      | 750 Shares Union Pacific                   | <u>22,500</u> | <u>9</u>   |
|      |                                            | <u>56,000</u> | <u>2,7</u> |
| BUY  | 100 Shares United States Steel             | 6,500         | 3          |
|      | 500 Shares General Motors                  | 22,500        | 1,0        |
|      | 500 Shares Consolidated Natural Gas        | <u>23,500</u> | <u>1,0</u> |
|      |                                            | <u>52,500</u> | <u>2,3</u> |

-----  
Use \$8,000 bequest recently received to buy an additional  
of United States Steel.

-----  
The Treasurer then reported that the Society had received  
of \$8,895.38 under decree of final distribution from the Estate of  
Epperson.

Mr. Brown referred to the request of the Finance Committee  
Board of Managers for funds to change the telephone call system from  
at the "Home". The survey made under the offer of Mr. Newell had been  
he now wished to move that the sum of not to exceed \$4,000.00 be all  
the desired changes, and that the expert making the survey again contact  
Craig to arrange with her the detail of completing the work.

Mr. Hill reported to the Board the progress being made by  
committee studying the subject of admissions to the "Home". He then  
financial agreements in the cases of Mrs. Mabel Esterbrook and Mrs.  
Laney, residents at the "Home", which were unanimously passed and are  
acceptable to the Board of Managers.

These arrangements are as follows: -

Mrs. Esterbrook Now owns approximately \$8,000.00 with various monthly  
income of \$128.00.  
She will pay the Society \$4,000.00 and a monthly re-

Mrs. DeLaney Has monthly income of about \$145.00 out of which she  
the Society \$100.00 monthly.

No further business appearing, the meeting upon motion duly  
adjourned.

*FENTRESS HILL, II*  
Secretary

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, On Thursday, December 4, 1958, at 2:30 P.M.

Captain Barrett G. Hindes, President of the Society, presided at the meeting, Mr. Fentress Hill II, secretary being present and acting.

|          |                    |                      |                |
|----------|--------------------|----------------------|----------------|
| Present: | Barrett G. Hindes  | Bruce Cornwall       | David L. White |
|          | Charles J. Bradley | Bradley B. Brown     | Paul C. Newell |
|          | Fentress Hill II   | Joseph A. Moore, Jr. | George Stimmel |
|          | Chalmers G. Graham | Ferard Leicester     |                |

Absent: Charles De Limur

A quorum of the directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business

The President stated that each of the directors had received a copy of the minute of the last meeting held on September 4, 1958, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The President then stated that the first order of business of these special meetings is to discuss the portfolio of the securities held by the Society and to receive a report from the Investment Committee, a copy of which has been distributed to each of the directors.

At the request of the President, Mr. Brown, the chairman of the Investment Committee discussed the report submitted, and upon motion duly made, seconded and carried, it was resolved that this report be accepted and that the Treasurer be authorized to take the necessary steps to effect the changes recommended. In the event that the bonds recommended for purchase are not procurable, bonds of substantially the same character may be substituted for them, such change to be approved by the President and the Chairman of the Investment Committee. The President, upon being advised of the cash position of the Society's account, stated that an additional \$25,000 was available for investment and would be handled by Mr. Brown and himself, for which authority was given.

The recommended changes in the portfolio are as follows:

| <u>SELL</u>                                       | <u>APPROX PRICE</u> | <u>YIELD</u> |
|---------------------------------------------------|---------------------|--------------|
| \$50,000 U.S. Treasury 2-1/2s due 2-14-59         | 99 30/32            | 2.77         |
| \$75,000 U.S. Treasury 2-1/2s due 12-15-72<br>/67 | 88 22/32            | 3.51         |

BUY

|          |                                                  |       |
|----------|--------------------------------------------------|-------|
| \$20,000 | Detroit Edison 1st. 3% due 12/1/70               | 90 1, |
| \$20,000 | Public Service Elec. & Gas 1st. 3%<br>due 5/1/72 | 88 3, |
| \$20,000 | G.M.A.C. Debs. 3 5/8% due 9/1/75                 | 93    |
| \$20,000 | Pacific Gas & Elec. 2 7/8% due 6/1/76            | 84 3, |
| \$20,000 | Commonwealth Edison 1st. 3% due 2/1/77           | 86 3/ |
| \$20,000 | Pacific Tel. & Tel. Co. 3 1/4% due 3/1/78        | 88 1/ |

The President referred to the activities of the Committee to study the subject of admissions to the "Home". He stated that there were present three types of residents - boarders, - life care members and that the question now was on what basis and in what number categories should be received. He then asked the Treasurer, on the findings of this Committee.

Mr. Hill reported that a careful study of life care contracts had been made and referred to a table of annuity values which had been prepared as suitable for use by the Society in offering life care contracts. He stated further that in figuring the available income for the "Home", the number of pensioners could be increased from twenty at this time, - that the number of life care members could be increased from thirty-six to forty and that the balance of available rooms could be filled at present prevailing rates. He also stated that he had arranged with Mr. Leicester, the attorney, to draw up life care contracts.

After discussion of this subject, upon motion duly made, carried, it was resolved that it is the sense of this board that it is hereby given to continue the sale of life care contracts, done within limits as defined from time to time, which at present number of life care members up to a total of forty, and that they be on a cash payment basis only.

It was further approved that the number of pensioners be increased from twenty to twenty-five as recommended by the Committee.

The President then referred to the flats building on Franklin Street adjoining the "Home" property, being now used as living quarters. He stated that owing to changes in staff conditions at the "Home" that they would not be required for this purpose any longer. It appeared to be three uses to which they might be put, - renovating them, (in which event the Society would lose the real estate to them outright, - demolish them and increase the garden area, or outlook from certain rooms in the new building). After discussion the President requested Mr. White to make a survey of the property and the Board of his recommendations.

The President then referred to certain authority previously given for expenditure of funds at the "Home", and stated that the changes in the intercom telephone system had cost \$2,133 instead of \$4,000 as authorized, and that the installation of the sterilizer in the Infirmary had cost \$3,518. He also requested authority to permit the Managers' Building Committee to expend \$1,500 on sound proofing, ventilators, screens and some electric work, as outlined, which authority was given.

The President again referred to the matter of a vacancy on the Board of Directors and requested the Board to give consideration to nominations to fill this vacancy at their next meeting. He also stated that Mrs. George Lusk Bean, who had been elected an Honorary Life Member of the Society, at the 1958 annual meeting, had been presented with a certificate confirming such election.

No further business appearing, the meeting upon motion duly passed, was declared adjourned.



FENTRESS HILL II  
Secretary

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, March 5, 1959 at 2:30 P.M.

Captain Barrett G. Hindes, President of the Society, presided at the meeting, Mr. Fentress Hill II, secretary being present and acting.

|          |                    |                  |                    |
|----------|--------------------|------------------|--------------------|
| Present: | Barrett G. Hindes  | Bruce Cornwall   | Ferard Leicester   |
|          | Charles J. Bradley | Bradley B. Brown | David L. White     |
|          | Fentress Hill II   | Paul Newell      | Chalmers G. Graham |

|         |                      |
|---------|----------------------|
| Absent: | George Stimmel       |
|         | Joseph A. Moore, Jr. |
|         | Charles De Limur     |

A quorum of the directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on December 4, 1958, and upon motion duly made it was resolved that these minutes would be accepted as written.

The President then stated that this meeting is called to discuss the portfolio of securities held by the Society and to receive a report from the Investment Committee, a copy of which has been distributed to each of the directors.

At the request of the President, Mr. Brown, Chairman of that Committee, discussed the report submitted. The Treasurer stated that \$60,000 could be invested at this time instead of \$54,000 as previously mentioned, and the report of the Committee was upon motion accepted, with the amount changed to \$60,000 to be invested in

United States Treasury Bonds, 4%, due October 1, 1969.  
It was also agreed that the Treasurer cancel the order for the following bonds, previously authorized, which could not be secured.

|                                                              |         |
|--------------------------------------------------------------|---------|
| Public Service Electric & Gas Co. 1st. 3%, due May 1, 1972 - | \$7,000 |
| Pacific Gas & Electric Co. 2 7/8% due June 1, 1976           | \$2,000 |

The President reported that the Flats Building on Francisco Street, was vacant. He stated that outside of the building had been completely painted and that he was arranging with Coldwell Banker & Company to secure estimates to repaint the necessary parts of the inside of the building. At his request and upon motion duly passed, Coldwell Banker & Company were appointed agents to handle the property and arrange rentals.

Mr. Brown then reported that he had met with the Finance Committee of the Board of Managers, on the subject of the 1959 budget for the operation of the "Home" and referred to the proposed budget presented, copies of which were on hand.

After considerable discussion of this matter, it was felt that the directors had not had sufficient time or opportunity to study the annual statement and be able to decide what amount is available to cover the budget. It was agreed that a special meeting of this Board be held at the same time and place on Thursday, March 19, 1959, at which time a further discussion of the matter can be held. In the meantime each director is to be provided with a copy of the annual report.

The President referred again to the vacancy on the Board of Directors and upon motion duly made, seconded and carried, Mr. Frank Walker of Dean Witter & Co., San Francisco, was nominated and elected.

No further business appearing, the meeting upon motion duly passed, was declared adjourned.



FENTRESS HILL II  
Secretary

DIRECTORS' MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, March 19, 1959, at 2:30 P.M.

Mr. Barrett G. Hindes, President of the Society, presided at the meeting.  
Mr. Fentress Hill II, secretary being present and acting.

|          |                                                              |                                                     |                                                        |
|----------|--------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------|
| Present: | Barrett G. Hindes<br>Charles J. Bradley<br>Fentress Hill, II | Bradley B. Brown<br>Ferard Leicester<br>Paul Newell | David L. White<br>Charles de Littur<br>Frank F. Walker |
| Absent:  | George Stimmel<br>Chalmers G. Graham                         | Bruce Cornwall<br>Joseph A. Moore, Jr.              |                                                        |

A quorum of the directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President referred to the election of Mr. Frank Walker to this Board and welcomed him to participate in the work of the Society.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on March 5, 1959, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

He also reported on progress being made in preparing contracts for the three types of residents at the "Home". He stated that it is most desirable that the Society secure the services of an attorney to draw up these contracts who is familiar with such work and the Welfare laws of the State. He referred to Mr. Raymond L. Hanson, who is the attorney for the Northern California Presbyterian Society, and who has drawn similar contracts for them and other organizations, and stated he had discussed the subject with Mr. Hanson and that if appointed his fee would be about \$500. Upon motion duly made and passed, the President was authorized to secure the services of Mr. Hanson to draw contracts for this Society as outlined.

The matter of the leasing of the flats on Francisco Street was brought up, and the President requested a report from Mr. White who stated that the lower flat had been leased for two years at \$165.00 per month. This action was approved and the proper officers were authorized to sign such a lease to be prepared by Coldwell Banker & Company. The President stated that painting and other work to put the flat in condition for occupancy would amount to about \$900.

Mr. White mentioned that he had talked with the architects for the building being erected on the Van Ness Avenue Block, who assured him that the building was being built according to original plans and was up to schedule as to time.

These matters being disposed of, the President stated that the meeting had been called to discuss and approve the amount of the budget for the operation of the "Home" for 1959. He mentioned that since the meeting of March 5, 1959, each director had received a copy of the annual report which would assist them in estimating how much would be available to cover the budget. Mr. Brown, upon request, discussed the amount requested and the estimated income to be received during 1959 to cover such request. He also distributed to each director a copy of estimated figures of income and expense of the Society for 1959, compared with two previous years.

After considerable discussion, it was moved, seconded and carried, that the amount of the budget for operation of the "Home" for 1959, be set at \$20,000 per month, that the requested budget of \$21,195 be therefore reduced by elimination of certain items amounting to \$975 which appeared to cover the cost of furnishings, equipment and plant, which rightfully should be treated as capital expenditure and depreciated over a term of years. Several items to the extent of \$220 were also reduced.

Included with the passing of the amount of \$20,000 was the recommendation that the Board of Managers request for purchase all capital items amounting to over \$250 to be paid for out of Directors' funds and not out of the operating expense budget of the Board of Managers.

The President stated that the choice of a name for the "Home" had been reduced to one of five names on a list sent to each director and asked them to indicate the preference by mail to the "Home".

No further business appearing, the meeting upon motion duly passed, was declared adjourned.



FENTRESS HILL II  
Secretary

ANNUAL MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the Ladies' Protection and Relief Society was held at 101 Laguna Street, San Francisco, California, on Thursday, May 8, 1958, at 2:00 P.M.

The meeting was called to order and presided over by Capt. Barrett G. Hindes, the secretary being present and acting.

The president announced that the meeting had been convened in accordance with the by-laws of the Society and that a quorum of twelve members were present, as required by the by-laws, the meeting being competent to act.

The secretary then read the minutes of the last meeting held May 8, 1958, and upon motion duly made, seconded and carried, were approved as read.

The president then read his report covering the work during the year 1958 and in accordance with the wishes of the members, the report is made a part of these minutes and to be signed follows:

President's Report

"I do not need to include a formal welcome in this report as Mrs. Nigh has just put on such a lovely luncheon that a welcome from me after that would be superfluous."

I do, however, wish to officially welcome the new members who have joined us in our dedicated work among the older people in San Francisco. May I introduce you to Mr. Frank Walker; you, Mrs. Archibald Granger; you, Mrs. Gunther; you, Mrs. Frances Lloyd whom I practically introduced to you, Mrs. Lewis Morrison.

1958 might be called the first year of regularized Homes in that the year 1957 was fraught with the organization of the two boards and the trials and errors of the new facilities.

The closer cooperation of all the members of the Society, the improvement of efficiency of operations, and the welfare of the residents, have highlighted the year and give promise for the future.

The intelligent and gracious stewardship of the Board of Managers, Kate Nigh, and her fellow officers and committee members, has brought all of these things about within the financial limits which your Board of Directors has set up.

To Mrs. Pogson, your able Administrator who has so well carried on a Solomon's judgment in keeping everyone happy in this well-run establishment our thanks.

The Treasurers will report fully to you in a few minutes, but I would like to steal a little of their thunder by giving you a few salient figures. Based on the average of 104 guests during the year, the budgeted operating expenses amounted to \$166.88 per person; the non-budgeted operating expenses including insurance and depreciation \$29.06; and other expenses including administration \$11.68; making the total of \$207.62 per guest per month.

The Society's income from its three and one-quarter million dollars of securities, real estate and other assets amounted to \$128,500, almost identical with the 1957 figure. The net total expenses for the year amount to 84% of this income, thus leaving \$20,000 to be added to our capital fund. With the uncertainties of inflation and the other problems of today's world the Board of Directors feels very strongly that some adequate cushion must be maintained and that this year's was a bare minimum.

Donations and legacies received by the Society during 1958 amounted to \$18,000. While these were very much appreciated, it is felt that if our Society and work was better known in San Francisco many people might augment our list of donors.

The Board of Directors has met at appropriate intervals during the year and have kept active supervision over the Society's assets and taken such appropriate actions as dictated by their judgment and of various security and inflationary conditions. At the year end, the proportions of the Society's assets were as follows: Cash 3%; stocks 14%; bonds 16%; income producing real estate 31%; and the facilities and real estate here at the Home 26%. These percentages are based on costs but it is interesting to note that the market value of the stocks and bonds at the first of this year exceeded their cost by some \$600,000.

The Board of Directors has felt for some time that the forms of contracts between the Society and the residents of the Home have not been sufficient definitive or adequate for either the Society or the Guest to have definite understandings of each other's or their own positions. We have just completed the draft of the new forms, which should be promptly put into effect and so establish a proper and legal relationship basis under which all life guests will be on an equal and spelled-out security.

Time has taken its toll since our last Annual Meeting. Our 38 life-care members of last year has dwindled to 32, and our subsidized group has gone down from 21 to 19. The boarders list, in helping to fill these gaps, has risen from 46 to 54. In spite of the fact that these changes have increased our income, I feel that the life-care group under the new contracts should be built up when the right and congenial applicants are available. As I mentioned last year, the Board of Directors still reserves the prerogative of having to approve all rates and sums relating to the life-care contracts as being definitely a part of their financial responsibility to the Society.

and to lay the foundation work for the new Life Contracts and Admissions Agreements now under final study by a firm of contract lawyers. A new Staff Manual and "job assignments" were written and adopted, thanks to Mrs. Walkup and her Personnel Committee.

The kitchen and dining room experienced several changes during the year, but for the last four months under the direction of the Paul Debbes Company, the food service, buying, accounting and menu planning have all improved, and I now feel we are offering our guests healthy diets as well as attractive menus.

The building and plant have improved through the continued interest shown by Mrs. Craig and Mrs. Blackie. To name a few of these improvements:

- Mirrors on doors in the new wing
- added hand rails on stairs and walks
- ventilation system in storage rooms
- communication system by beds
- sound proofing of Hobby Room and Little Theater
- electric outlets added in old building
- an autoclave bought and installed
- new rugs, pads, curtains bought
- leaks, drains, blowers, piano repaired and so on.

The library continues up to date thanks to Mrs. Stephenson and her careful purchases; and the arranging and indexing done by one of our guests, Miss Fox.

Mrs. Lyon organized the Visiting Committee at the beginning of the year and all residents have been called on at least three times besides innumerable special calls that are made at the suggestion of Mrs. Pogson. A varied program of entertainment has been offered our guests this year - twice weekly bingo games attended by about 45; weekly movies and record concerts; numerous piano recitals and groups of singers; two travel picture evenings; three current events lectures by Mr. Ward of the Commonwealth Club attended by 50 to 60 residents, many of whom participated in a question and answer period after the talks; weekly chapel services conducted by Dr. Buckholtz; two special Communion services conducted by Dr. Tamblyn; a Valentine party; a very successful Bazaar; a particularly lovely Christmas party; and finally 12 birthday parties voted the popular form of entertainment by the residents. Our sincere thanks to Mrs. Byrne and Miss Liston who in great part carried this burden.

In conclusion I would like to thank the Board of Directors for their help and cooperation, in particular Mr. Brown for his financial advice Mr. Bradly and Mr. Hill for help with contracts, and Mr. Hindes for his continual assistance and understanding during the year."

The president requested the Treasurer to give the financial report for the previous year, and Mr. Hill reported by quoting the balance sheet as of December 31, 1958.

The following resolution was then unanimously carried: RESOLVE: that the acts of the officials of the Board of Directors during the past year be, and they are hereby ratified approved and confirmed.

For some time many have thought that the home of the Society should have a name of its own. The committee charged with this delicate task has after taking a vote of the members just announced the answer - it is "The Heritage". Seems all right as far as I know, for heritage is something you can't buy, you just come by it through a lifelong worthiness. Years of service by Society members will give them the good judgment to select their members and guests for shelter under its roof.

Let me close on the note of service - that's the whole purpose of the Society and its care and gift of security to its guests. It is the factor that motivates each one of us in all of our efforts to assist these people and to give them comfort and happiness during their later years; it is the one thing that in so giving brings each of us a happiness and satisfaction without equal.

We thank every one of you for your service to the Society and to those older people who are our responsibility. I have enjoyed living my part and I want to thank you personally for your loyal cooperation and untiring efforts of the past year."

The president requested the president of the Board of Managers, Mrs. Anna Nigh, to read her report. This being done, the report is also made a part of these minutes as follows:

This year of 1958-59 has been one of activity and continued growth for the San Francisco Ladies' Protection and Relief Society due to the unflagging interest and willingness to work of each Board member and the dedicated cooperation of the Staff led by Mrs. Poppen. To name a few of the goals accomplished.

Miss Bridge and the Finance Committee have met regularly to present budgets, screen all purchases, and to give us a clear financial picture with the proper breakdown in each department included. A new system of purchase orders and requisitions has been installed. And I believe there is a better financial understanding with the Directors, thanks to Mr. Brown and Miss St. John. During the year the Admission Committee comprised of Mr. Clegg, Mr. Landis, and Mrs. Blackie admitted 4 subsidized Life Contract Members and 16 Monthly Guests, the interviews always handled with care with a clear eye to their acceptability in the Home and Society. There are at present living in the Home 91 women and 32 men, 32 Life Contract Members, 19 Subsidized Members and 16 Monthly Guests. Their average age is 84 $\frac{1}{2}$  years. One of the busiest departments

One of the busiest departments in the Home is the Infirmary - also known as patient department'. By the latter is meant the goods and supplies drops, shots, pills, etc., who remain in their rooms and are sent to the Infirmary office, or are visited by the nurses. It is fortunate to have Mrs. Owen, as Director of Nursing, and her aides to a high degree of efficiency. Dr. McNamee and his wife continue to give their services generously. My deep appreciation to Mrs. Porter and her husband, Mr. and Mrs. John C. Porter, who met regularly during the year to plan

The Treasurer of the Board of Managers, Miss Bertha H. Nigh, reported on the activities of that group. She stated that she feels very proud of progress made by the Board of Managers in the last year. In addition to the work of hotel and social work organization, plus meeting the requirements of Departments of Health and Social Work, the Board has had great difficulty reported Miss Bridge. She further stated that, financially, the Board has endeavored to meet all the needs of such an organization and still to be realistic in its expenditures. She stated that she was most happy at the financial cooperation between the Boards and the understanding of each other's problems.

The secretary of the Board of Managers, Mrs. Barbara L. James, reported on the activities of that group as follows: "April 30, 1951 is the date of the

During this period the Board of Managers held eleven meetings at 3400 Laguna Street. Mrs. William H. Nigh, Jr., president at all but one meeting when the First Vice President, Mrs. C. E. Blackie replaced her. There were no special meetings. Mrs. Edith Allyne and Mrs. George Lusk Bean were made Honorary Members in appreciation of their years of devoted service. Four new members were added to the Board of Managers: Mrs. Lewis Johnson, Mrs. Ernest Gunther, Mrs. Archibald Grainger and Mrs. Franklin Lloyd. During the year, four Subsidized Life Care Members were admitted. It is with deep regret that the death of our Life Care and three Subsidized Life Care Members is recorded. At the present time the number of residents at 3400 Laguna Street totals 112. There are 32 Life Care Members, 19 Subsidized Life Care Members and 61 non-guests.

This report would not be complete without a sincere word of thanks to our President, Mrs. Nigh, for her able, tireless and heroic leadership and to Mrs. Pogson, our administrator, whose competence and serenity are reflected in the smooth operation and atmosphere of the Home."

Upon motion duly carried unanimously, the foregoing report was read and ordered spread upon the minutes.

The president announced that nominations to the Board of Directors were in order. The following persons were nominated to serve on the Board of Directors for the ensuing year:

Charles J. Bradley  
Bradley B. Brown  
Bruce Cornwall  
Charles de Limur  
Chalmers G. Graham  
Fentress Hill, II  
Barrett G. Hindes

Ferard Leicester  
Joseph A. Maxie  
Paul C. Newell  
George Stimmel  
Frank F. Walker  
David D. White

As the number of nominations is within the prescribed number set forth in the By-Laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the thirteen persons nominated by the above motion had been properly elected Directors of this corporation, to serve for the ensuing year and until the election of their successors.

The president stated that nominations to the Board of Managers was now in order, whereupon on motion duly made and seconded, the following 29 persons were nominated to serve on the Board of Managers for the ensuing year:

|                         |                           |
|-------------------------|---------------------------|
| Mrs. E. E. Blackie      | Mrs. Melanie Matignon     |
| Mrs. Wm. K. Bowes       | Mrs. J. J. Miller, Jr.    |
| Miss Helen Bridge       | Mrs. Lewis Morrison       |
| Mrs. Edwin L. Bruck     | Mrs. William H. Nigh, Jr. |
| Mrs. Leo Byrne          | Mrs. Warren C. Perry      |
| Mrs. Donald Craig       | Mrs. Charles B. Porter    |
| Mrs. Archibald Granger  | Miss Elizabeth Rolph      |
| Mrs. A. C. Griffith     | Mrs. Charles E. Smith     |
| Mrs. Ernest L. Gunther  | Mrs. Mortimer Smith       |
| Mrs. Thomas Hickey, Jr. | Mrs. Stuart F. Smith      |
| Mrs. William E. Hilbert | Mrs. John T. Stephenson   |
| Mrs. Edwin V. Krick     | Mrs. Edith Walkup         |
| Mrs. Philip Landis      | Mrs. E. W. Wilson         |
| Mrs. Francis Lloyd      | Miss Margaret Zane        |
| Mrs. Ralph Lyon         |                           |

As the number of nominations is within the prescribed number set forth in the by-laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twenty-nine persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

Upon motion duly made, the name of Mrs. J.W. Leavitt was placed in nomination to be elected an Honorary Life Member, and the ballot being taken, she was unanimously elected. Mrs. Leavitt, being present, accepted and referred to her many experiences while on the Board.

The President then commented on the work being done to produce a new contract between the residents of the Home and the Society. He stated that an attorney had been employed, who had completed the drawing up of such contracts and that the committee appointed to work with the attorney had recommended they be accepted by the Board of Directors. There would be two different contracts - one for life care including subsidized and another for boarders.

The question of possible changes in the By-Laws was then discussed and it was recommended that the President reactivate the committee which he was authorized to appoint at the annual meeting in 1958 and that this committee consider desirable changes.

There being no further business presented, the meeting upon motion duly made,



## ORGANIZATION MEETING

### SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at 3400 Lassana Street, San Francisco, on Thursday, May 7, 1959, immediately following the adjournment of the annual meeting of the Society.

The following directors, being a quorum of the Board were

|                 |                                                       |                                      |                                           |
|-----------------|-------------------------------------------------------|--------------------------------------|-------------------------------------------|
| <u>PRESENT:</u> | Barrett G. Hindes<br>Ferard Leicester                 | Charles J. Bradley<br>Bruce Cornwall | Fentress Hill, II<br>Joseph A. Moore, Jr. |
| <u>ABSENT:</u>  | Chalmers G. Graham<br>Paul Newell<br>Bradley B. Brown | Frank F. Walker<br>David L. White    | George Stimmel<br>Charles de Limur        |

The first order of business, being the election of officers of the Board for the ensuing year, upon motion duly made seconded and carried unanimously, the following officers were elected to serve for the ensuing year and until their successors are elected and have qualified.

|                     |                    |
|---------------------|--------------------|
| President:          | Barrett G. Hindes  |
| Vice President:     | Charles J. Bradley |
| Secretary:          | Fentress Hill, II  |
| Assistant Secretary | Charles de Limur   |
| Treasurer           | Fentress Hill, II  |

The President then appointed the following committees:

|             |                                                                              |
|-------------|------------------------------------------------------------------------------|
| EXECUTIVE   | Barrett G. Hindes, Charles J. Bradley<br>Bradley B. Brown, Fentress Hill, II |
| REAL ESTATE | David L. White, Bruce Cornwall                                               |
| INVESTMENT  | Bradley B. Brown, Paul Newell<br>Frank F. Walker, Fentress Hill, II          |

Upon motion, duly carried, Mr. H.S. Anderson was reappointed to serve the Board for the ensuing year at the monthly fee of \$400.00.

Upon motion duly carried unanimously, it was agreed to dispense with the reading of the minutes of this Board held on March 19, 1959, and to accept the same as written in the Minute Book, copies having been given to each of the directors.

The following additional motions were also passed unanimously:

- 1) That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
- 2) That the firm of Farquhar & Heimbucher, C.P.A. are reappointed auditors for the Society for the ensuing year.

The President then referred to the matter of having an attorney, who would be paid on an annual retainer fee basis, and to whom the various officers of the Boards could refer when necessary. He stated that they had employed the firm of Schofield, Hanson Bridgett, Marcus and Jenkins, 593 Market Street, San Francisco, to assist in the preparation of the contracts between residents of the Home and the Society, and that in response to his request they had outlined in their letter dated May 5, 1959 a possible retainer-working arrangement with the Society, the annual fee suggested being \$1,000.00.

After the reading of this letter and considerable discussion by those present, it was unanimously agreed that the President be authorized to appoint the firm of Schofield, Hanson, Bridgett, Marcus & Jenkins, as attorneys for the Society on the terms substantially as outlined in their letter.

The President then mentioned that he had not appointed one of the Board as a liaison between this Board and the Board of Managers, as it was felt that a more direct representation of the problems of the Board of Managers could be given by inviting that Board to send a representative to the Board of Directors meeting when they felt it was necessary to present any matters. This decision was concurred in by all present.

The President referred to the Will of Martin J. Heller, deceased, in which "Old Peoples Home of San Francisco" is named as one of the legatees and stated that certain heirs have filed objections to the probate of the will. Upon motion duly made and seconded, the following resolution was passed:

WHEREAS, the "OLD PEOPLES HOME OF SAN FRANCISCO" is named as one of the legatees in the Will of Martin J. Heller, deceased, and SAN FRANCISCO LADIES PROTECTION AND RELIEF SOCIETY, a California nonprofit corporation, has by merger succeeded to all interests of "Old Peoples Home" of San Francisco, a California nonprofit corporation; and

WHEREAS, RICHARD H. HELLER, WINIFRED H. RICE and VIRGINIA H. POPE, being all of the heirs at law of said Martin J. Heller, heretofore filed objections to the probate of the Will of said Martin J. Heller, and said heirs at law have agreed to withdraw said objections upon certain terms and conditions, more particularly set forth in the draft of a certain Compromise Agreement, dated the                          day of April, 1959, and have agreed that said Will dated June 6, 1950, may be admitted to probate; and

WHEREAS, said Compromise Agreement, and said terms and conditions, are satisfactory to said San Francisco Ladies Protection and Relief Society;

NOW, THEREFORE, BE IT RESOLVED that the President and Secretary of this corporation, acting for and on behalf of this corporation, be, and they are hereby, authorized to execute a Compromise Agreement substantially in the form of the Compromise Agreement heretofore submitted, and they are further authorized to attach the seal of this corporation to said Compromise Agreement.

A request from the Board of Managers for funds to cover certain capital items amounting to \$1,516.00 and for funds to cover the medical and funeral costs of a life care member, Mrs. L. Murphy amounting to \$ was then placed before the Board, and after discussion, payment of the sums was authorized.

A further request that a Revolving Fund of \$5,000 be set up for the Board of Managers to cover expenses incurred in the care of contra members, not otherwise provided for in their budget, was discussed. The consensus of opinion of those present was that such items as arise be up with the Board of Directors in a similar manner to the reimbursement capital items as passed at the meeting of this Board on March 19, 1959 passing the budget for the current year.

By unanimous agreement, a special meeting of this Board will be held Thursday, June 11, 1959, to take up the matter of the contracts with the Home, now being completed by the attorneys, copies of these contracts to be sent to each of the directors along with the notice of the meeting.

No further business appearing, the meeting upon motion was adjourned.



FENTRESS HILL, II  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, June 11, 1959, at 2:30 P.M.

Mr. Barrett G. Hindes, President of the Society, presided at the meeting, Mr. Fentress Hill, II, Secretary, being present and acting.

| DIRECTORS      | Barrett G. Hindes  | Bradley B. Brown | Frank F. Walker |
|----------------|--------------------|------------------|-----------------|
| <u>PRESENT</u> | Charles J. Bradley | Bruce Cornwall   | David L. White  |
|                | Fentress Hill, II  |                  |                 |

| DIRECTORS     | Chalmers G. Graham | Ferard Leicester    | Charles de Limur |
|---------------|--------------------|---------------------|------------------|
| <u>ABSENT</u> | Paul C. Newell     | Joseph A. Moore Jr. | George Stimmel   |

There were also present Mrs. William H. Nigh and Miss Helen H. Bridge, President and Treasurer, respectively of the Board of Managers.

A quorum of the directors being present, and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on May 7, 1959, and upon motion duly passed it was resolved that these minutes would be accepted as written, with the exception, that the reference to a meeting to be held on June 4, 1959, in the last paragraph of these minutes, would be deleted.

The President stated that at the last meeting of this Board, it had been decided the Board of Managers would send a representative to be present at these meetings, when it became necessary to bring up any problems, which should properly come before this Board. He, therefore, welcomed Mrs. Nigh and Miss Bridge, and requested them to outline the matters which they had in mind.

Mrs. Nigh stated that there were a number of capital items, which her Board felt should be purchased and asked Miss Bridge to discuss the items in detail. Before doing this, however, Mrs. Nigh reported to the Board that Mrs. Wilson, who has been a member of the Board of Managers for many years, and who is now in poor health, has indicated that she wishes to retire from that Board. Mrs. Nigh recommended that she be elected an Honorary Life Member, and stated that was the desire of the Board of Managers.

Miss Bridge then discussed the budget for the operation of "The Heritage", presented a four months comparison of income and expense with the budget, and requested that funds in the amount of \$3,158.70 be provided by the Board of Directors to enable them to purchase the following items:

|                   |           |
|-------------------|-----------|
| Bed for residents | \$ 450.00 |
| Laundry machine   | 2,503.70  |
| New flag pole     | 205.00    |

The President then thanked the ladies for being present and for outlining their requirements and stated that these requests would be given careful consideration by the Board of Directors. Mrs. Nigh and Miss Bridge then left the meeting.

Upon request, Mr. Brown then reported that the Investment Committee held a meeting on May 27, 1959 and after consideration of the portfolio, decided to recommend that no change be made at the present time in the holdings, but that fifty shares of Consolidated Natural Gas Company common stock be purchased, under rights, at \$47.00 per share. As the time for the purchase of this stock was limited, the Treasurer had been requested to complete the purchase.

Upon motion duly made, seconded and carried, the action of the officers of this Board in purchasing fifty shares of Consolidated Natural Gas Company common stock at \$47.00 per share for the sum of \$2,350.00, be and it is hereby ratified, approved and confirmed, and further that the purchase of ten shares of Philadelphia Electric Company common stock now available under rights at \$45.50 per share be completed by the Treasurer.

The President then referred to the matters brought up by the ladies from the Board of Managers, and after discussion, the transfer of funds in the amount of \$3,158.70 to cover the items listed was approved. The election of Mrs. E.W. Wilson to be an Honorary Life Member was passed.

The President then stated that as the Home is now being operated under the name of "The Heritage", the attorneys advised that a certificate be filed with the State, outlining that the Home is being operated under a fictitious name, whereupon on motion duly made, seconded and carried, the following resolution was made:

RESOLVED: - That the President and Secretary of the Corporation be and they hereby are authorized to execute a certificate of doing business under a fictitious name, in accordance with the laws of the State of California and to take the necessary steps to file and publish the same.

The matter of the Martin J. Heller bequest was then referred to by the President, who stated that the Compromise agreement, which was discussed at length at the meeting of May 7, 1959, had now been signed by all the necessary parties. He stated, however, that the City of San Francisco was taking steps to lay claim to a share of this bequest, and that this Board would have to take definite action to press our case, which he felt may require the hiring of special legal counsel both in San Francisco and possibly New York. After considerable discussion of the best method of procedure, the President was authorized to look into the question of the best means of securing suitable and adequate legal representation and report to the Executive Committee.

The final matter of the agreements and contracts between the Society and the residents of the Home, was then brought up for discussion and completion

1. THE MONTHLY GUEST AGREEMENT, copy o  
and made a part of these minutes, w  
standing that all contracts with pr  
to which it refers, be cancelled and  
sign a copy of this form with the S  
at the Home.
2. THE LIFE CARE CONTRACT - approval is  
content, with authority to the Pres  
in the wording, which will remove pe  
the claim of the Society. The Pres  
to discuss with the proper authoriti  
percentage of the Old Age Pension, v  
by such residents to the Society as

No further business appearing, the meeting

✓

# Monthly Guest Agreement

"THE HERITAGE"

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

THIS AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_,  
by and between SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY, hereinafter  
called SOCIETY, and \_\_\_\_\_  
hereinafter designated as GUEST, at San Francisco, California.

RECITALS: SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY is a non-profit  
corporation organized under the laws of the State of California for the purpose of founding and maintaining  
homes for the care of persons over the age of 65 years, and is operating such a home at 3400 Laguna  
Blvd, San Francisco, California. GUEST is of the age of \_\_\_\_\_ years, and has applied for admittance  
as monthly tenant at the Home.

NOW, THEREFORE IT IS AGREED:

1. STATUS: GUEST is hereby accepted as a monthly tenant by SOCIETY, on a month to month  
basis, and does not by this agreement receive any proprietary interest in the property or assets of SOCIETY.

2. SERVICES: SOCIETY will furnish to GUEST the following services, and no others, (e.g. drugs,  
medical care, laundry) except by special arrangement, and at extra cost:

a. Suitable lodging, which may be changed at discretion of SOCIETY.

b. Three meals per day, breakfast, lunch and dinner, served in the dining room on the Home  
premises.

c. Use of library, recreation rooms and other leisure time facilities of the SOCIETY.

3. FEES: GUEST will pay to SOCIETY for said services the sum of \$ \_\_\_\_\_ per month,

payable in advance, and commencing on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

4. INJURY OR DAMAGE TO OR BY GUEST: SOCIETY shall not be liable and GUEST shall  
not make any claim against SOCIETY, for any injury to his person or property done directly or indirectly  
by SOCIETY, its employees or any other GUEST, and GUEST hereby waives any and all claims which he  
may have or accrue on account of such damage or injury. GUEST hereby agrees to reimburse SOCIETY  
for any loss or damage suffered by SOCIETY as a result of carelessness or negligence of GUEST.

5. TERMINATION: This agreement may be terminated under any of the following conditions:

- a. By GUEST, upon written notice to the Superintendent of SOCIETY at least seven days prior to the expiration of the term of tenancy.
- b. By SOCIETY, if in the discretion of SOCIETY the best interest of GUEST, other residents or the CORPORATION will be served thereby, upon giving of written notice to GUEST at least seven days prior to expiration of term of tenancy.

or

- c. By SOCIETY, upon the giving of Notice for non-payment of monthly charge, as provided in the Civil Code of the State of California.

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

By \_\_\_\_\_  
President, Vice Pres., or President, Board of Managers

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Guest

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Administrator

BOARD OF DIRECTORS MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, September 3, 1959 at 2:30 P.M.

Mr. Charles J. Bradley, Vice President of the Society, presided at the meeting in the absence of the President, Mr. Barrett G. Hindes.

|                  |                     |                  |                    |
|------------------|---------------------|------------------|--------------------|
| <u>DIRECTORS</u> | Charles J. Bradley  | Bruce Cornwall   | George Stimmel     |
| <u>PRESENT</u>   | Bradley B. Brown    | Frank F. Walker  |                    |
| <u>DIRECTORS</u> | Barrett G. Hindes   | Paul C. Newell   | Chalmers G. Graham |
| <u>ABSENT</u>    | Joseph A. Moore Jr. | Charles De Limur | Fentress Hill, II  |
|                  | Ferard Leicester    | David L. White   |                    |

A quorum of the directors being present and the meeting having been duly called, the Vice President announced that the meeting would proceed with the transaction of business.

The Vice President stated that each of the directors had received a copy of the minutes of the last meeting held on June 11, 1959, and upon motion duly passed it was resolved that these minutes would be accepted as written.

Upon request of the Vice President, the Chairman of the Investment Committee, Mr. Brown then referred to the report of that Committee on the portfolio of investments, a copy of which had been mailed to each of the members of the Board. Mr. Brown pointed out that as a quorum of his committee was not present at their meeting, this report was given as the opinion of Mr. Walker and himself. After discussion the recommendations contained therein were approved and the Treasurer was given authority to proceed with the execution of the transactions, which were as follows -

|             |                                                                                                                            |            |
|-------------|----------------------------------------------------------------------------------------------------------------------------|------------|
| <u>SELL</u> | Crown Zellerbach Corp. \$4.20 Cum Pfd.<br>With the proceeds -                                                              | 67 shares. |
| <u>BUY</u>  | Standard Oil Company, New Jersey common stock to add to<br>present holdings.                                               |            |
| <u>SELL</u> | National Lead Company, approximately half of present holdings, and                                                         |            |
| <u>BUY</u>  | Johns Manville Company common stock with the proceeds.                                                                     |            |
| <u>BUY</u>  | United States Treasury Bonds, $2\frac{1}{4}$ % - due June 15, 1962 \$25,000.00<br>with funds now available for investment. |            |

The Vice President then read a paragraph from a letter which he had received from Mr. Hindes, as follows -

"Financially - I am really quite worried about the stock market and might suggest consideration of selling \$50 - 100,000 of stocks and putting into some of these first class corporate high yield bonds of not over 20 year maturity".

After discussion of this subject, it was resolved that this matter should be put before the full board for consideration at its next meeting or at a special meeting to be called for the purpose, if any of the board feel that this action is desirable.

The Vice President was requested to write to each member of the Board referring to this quotation and requesting them to express their opinion.

The Vice President then read a letter received from Mrs. Nigh, President of the Board of Managers, dated August 25, 1959 recommending certain capital expenditures to improve the operating efficiency of the kitchen at the "Home". The following items included in that letter amounting to \$2,295.00 were approved for purchase by the Board of Managers:

|                                                   |             |
|---------------------------------------------------|-------------|
| 2. A junior, heavy duty Detecto Scale             | \$ 295.00   |
| 3. A stainless steel pan for weighing large items | 78.00       |
| 4. A refrigerator for salads                      | 1,220.00    |
| 5. A baker's table                                | 285.00      |
| 6. Folding tables for employees dining room       | 166.00      |
| 7. Two beds                                       | 251.00      |
|                                                   | <hr/>       |
|                                                   | \$ 2,295.00 |

No further business appearing, the meeting upon motion was adjourned.



H. S. ANDERSON  
Acting Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the American Trust Company, 464 California Street, San Francisco, on Thursday, December 3, 1959 at 2:30 PM.

a Depository  
be signed by

The President, Mr. Barrett G. Hindes, presided at the meeting.

|                             |                                                            |                                    |                                          |
|-----------------------------|------------------------------------------------------------|------------------------------------|------------------------------------------|
| DIRECTORS<br><u>PRESENT</u> | Barrett G. Hindes<br>Charles J. Bradley<br>Frank F. Walker | Bruce Cornwall<br>Bradley B. Brown | Chalmers G. Graham<br>David L. White     |
| DIRECTORS<br><u>ABSENT</u>  | Paul C. Newell<br>Charles de Limur                         | George Stimmel<br>Ferard Leicester | Joseph A. Moore Jr.<br>Fentress Hill, II |

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on September 3, 1959, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The President then stated that the recommendation had been made, that the Directors' Operating Bank account be changed from the American Trust Company, Head Office to their Marina Branch office, to be more accessible to the Society's office at the "Home". This change was approved.

Upon request of the President, Mr. Walker, a member of the Investment Committee, stated that his committee were recommending no change at this time in the Portfolio, and that if any funds are available for investment, they be used to purchase United States Government Bonds.

A general discussion was held, as agreed at the last meeting, and the Investment Committee was authorized to purchase with available funds, United States Bonds to be chosen by them and approved by the President, the amount being approximately \$15,000.

The President commented on the fact that Mr. J.S. Hutchinson, had died on October 3, 1959, and stated that he had been a trustee and later a director of this Society for about thirty years, and that in 1958 he had resigned and had been elected an Honorary Life Member of the Society. He left a gift of \$1,000.00 to the Society.

In the matter of the settlement of the Heller Estate, the President stated that he was in touch with the attorneys and would report when any definite action is taken.

The President referred to the Life Care Contracts, which have been adopted for use at the "Home". He outlined the status of the respective groups now resident there and commented that necessary contracts were being rapidly completed in cases where the forms applied, and that boarders had all signed the required agreement.

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After considerable discussion, it was unanimously agreed that five new life care members be accepted during 1960, at rates to be provided and authorized by the Executive Committee.

By unanimous vote, Mrs. Edith Walkup, was elected an Honorary Life Member of the Society.

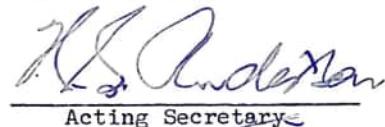
The President stated that the Board of Managers have requested the sum of \$754.00 to pay for installation of -hand rails around the hallways of the south end, second floor Old Building. This expenditure was approved.

The President referred to the Christmas Party to be given at the "Home" on Tuesday, December 22, 1959 at 7:30 PM and urged as many directors as possible to attend.

He also drew attention to the availability of a tax deduction in 1959 to anyone making a charitable contribution to the Society.

No further business appearing, upon motion duly made, seconded and carried, the meeting was declared adjourned.

H. S. ANDERSON



H. S. Anderson  
Acting Secretary

EXECUTIVE COMMITTEE OF BOARD OF DIRECTORS  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Executive Committee of the Board of Directors  
of the San Francisco Ladies' Protection and Relief Society was held in the office  
of the American Trust Company, San Francisco, California on Monday, December 14, 1959  
at 2:00 P.M.

Present: Mr. Barrett G. Hindes, Chairman  
Charles Bradley  
Bradley Brown  
Fentress Hill II

At the request of Mr. Hindes the following were guests at the meeting:  
Director Ferard Leicester  
President Mrs. W.H. Nigh of the Board of Managers  
Miss Helen Bridge of the Board of Managers  
Mr. Tom Jenkins, Board of Directors attorney

The Chairman called attention to the fact that a review of the 10 months  
figures revealed that the average cost per person had risen from \$206 in 1958 to  
\$223 in 1959. This indicated that the minimum charge of \$200 per month for boarders  
was not self-supporting and that probably in the May meeting after the audited  
figures were available it would be necessary to raise all of the room rentals 10%  
both to the boarders and as a basis to compute the lump sum life care contracts.

At the Board of Directors meeting of December 7, the Executive Committee was  
directed to establish rates and schedules for "fully paid life care contracts".  
After general discussion it was moved, seconded and passed that - The lump sum  
prices for purchase of life care contracts shall be determined from "The Life  
Expectancy and Annuity Values for Life Care Contracts" published by the California  
Department of Public Welfare dated January 1, 1958 on the basis of the (a-1949)  
tables but modified to a 2-1/2% return basis from the 3% table so published; also  
that the annuity values so determined shall, when multiplied by the annual charge  
(at the time of formal application) for the accommodations desired, determine the  
basic lump sum for the life care contract; also that this basic sum shall be further  
modified by the percentage of change between the Bureau of Labor Statistics "Cost  
of Living Index" at the time of application as compared to that at the time of the  
tables' establishment, i.e., January 1, 1958 when that index stood at 126.8.

It was agreed that the Board of Managers may (but not necessarily) require  
applicants for "fully paid life care contracts" to complete the Financial Question-  
naire form in considering such applications. After satisfying themselves with the  
applicant, and upon medical certification, they shall submit their findings and  
recommendation to the Board of Directors for confirmation.

The 8 persons on or to be on modified life care contracts based on monthly  
payments and to be subsidized by the Society:

- (a) Miss Marie Betke: age 76, admitted 11/20/50, on minimum CAP basis.  
Miss Betke came in as a "member of the family" when she was on CAP.  
When she received a bequest of \$5,000, she was not then eligible for  
pension so was put on the above basis. As her funds are now exhausted

she has applied for reinstatement of OAP. Miss Betke was a nurse at Franklin Hospital and is now paying \$5 per month from her funds to maintain a "health insurance agreement" with that hospital, and would have to pay it out of her OAP to keep same in force. It was agreed that the Board of Directors would pay that \$5 per month from their funds and that her contract would be fixed on the 75% of OAP, which she has already agreed to sign. Approved.

- (b) Mrs. K. Delaney: age 75, admitted 10/8/58, on \$100 per month basis. Mrs. Delaney received \$110 per month from Social Security, \$26 per month pension, and has been receiving \$50 per month for permanent injury either from Magnin's Store or their insurance company. This gives her \$186 per month income and it was considered that her rate should be raised to \$125 per month but that if at a later date the \$50 per month from her injury ceased could ask for a review with the possibility of adjusting her monthly charge of \$125. Approved.
- (c) Mrs. C. W. Estabrook: age 81, admitted 4/12/58, on \$100 per month basis. Mrs. Estabrook filled out the Financial Questionnaire and because of its reevaluations her rate has been increased to \$125 and her contracts have been signed.
- (d) Miss Gladys Fox: age 75, admitted 1/3/58, on minimum OAP basis. It has been determined that Miss Fox's income is practically the same as the OAP and her contracts have been signed on a basis of 75% of OAP rates.
- (e) Mrs. Maude Heitsman: age 84, admitted 4/24/51, on OAP basis. Mrs Heitsman's daughter is expected here shortly and will fill out Financial Questionnaire. Deferred action.
- (f) Miss Edith Pooley: age 84, admitted 12/1/55, on minimum OAP basis
- (g) Mrs. Eliza Searight: age 83, admitted 12/1/55, on minimum OAP basis. These sisters have considerable property and were admitted on the minimum OAP basis on the promise that when the last one died she would will what they then had to the Society. They have refused to fill out the financial questionnaire on the basis that they now hold valid legal life care contracts. Our attorney upon review of all papers, etc., states that no legal contract for life care exists, and that the "contracts" they refer to are merely statements of their position and understanding. They admit selling their 3 pieces of Mill Valley property (valued at \$27,000) in 1955 and that from the proceeds their bank is paying them \$172.50 per month. They also admit yearly dividends of \$960 per year and interest of \$400 per year. These add up to give each of them \$143 per month. For them to pay the Society only half of their income when all subsidized life cares are paying approximately 75% of their income is not proper. They claim they cannot pay more because they have to save up to go to Christian Science Home if they should become incapacitated. Suggested that the monthly sum they claim to

care for this contingency be paid to Society as Trustee, who, if they should go, as said Trustee would pay for same up to amount deposited in this trust. Contracts must contain proviso that upon death of one sister the other then receiving the full income must pay at least double what each are set up at as sisters.

Because of necessity of two of the Executive Committee being excused and a quorum no longer being present, the meeting was recessed to recall by the Chairman.

(h) Miss Winifred Walter: age 80, admitted 11/7/50, on minimum OAP basis. Miss Walter having been investigated by California OA has been certified to get \$33 per month from them to augment her very meager income up to OAP level, and her contracts have been signed on 75% OAP basis. Approved by those present as being non controversial.

A discussion followed regarding sisters (f) (g), as to best and most appropriate procedure. At the suggestion of Mrs. Nigh it was agreed that she and Mr. Jenkins would meet with them with the idea of trying to persuade them to fill out the financial form and agree to sign a contract in such amount as the true figures would indicate as fair, and offer suggestion regarding Trustee of funds for possible need at Christian Science Home.

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the meeting was declared adjourned.



FENTRESS HILL II  
Secretary

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

"RESOLVED, that AMERICAN TRUST COMPANY be, and it is hereby selected as a Depository of the funds of this Corporation, and that checks or drafts withdrawing said funds may be signed by any two of the following:

|                  | NAME                      |                   |
|------------------|---------------------------|-------------------|
| 1.               | <u>B. G. Hindes</u>       | TITLE             |
| Please Type      | <u>C. J. Bradley</u>      | <u>President</u>  |
| or Print         | <u>Fentress Hill, 11.</u> | <u>Vice-Pres.</u> |
| Names and Titles | <u></u>                   | <u>Treasurer</u>  |
| 4.               | <u></u>                   | <u></u>           |
| 5.               | <u></u>                   | <u></u>           |
| 6.               | <u></u>                   | <u></u>           |

"FURTHER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any and all checks and drafts of this corporation signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing or by any other employee or agent of this corporation, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

"FURTHER RESOLVED: that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by said depositary at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this corporation."

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of this corporation at a meeting of said Board regularly held on the third day of December, 1959, and that said resolution is still in full force and effect.

I further certify that the signatures appearing on the reverse side of this card are the signatures of the persons authorized to sign for and on behalf of this corporation.

Witness my hand and the seal of this corporation this 28th day of Decr. --, 1959

(SEAL)

*Secretary*  
San Francisco Ladies' Protection  
and Relief Society.  
*Name of Corporation*

EXECUTIVE COMMITTEE OF BOARD OF DIRECTORS  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Executive Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held in the office of the American Trust Company, San Francisco, California, on Wednesday, February 17, 1960 at 2:00 P.M. in accordance with notice sent to all members.

PRESENT: B. G. Hindes, Chairman Charles J. Bradley  
Bradley B. Brown Fentress Hill, II

At the request of the Chairman, the following were guests at the meeting:

Mrs. W. H. Nigh, President of the Board of Managers  
Miss Helen H. Bridge, Treasurer of the Board of Managers  
Mr. Tom Jenkins, Board of Directors, attorney

At the last meeting of the Committee the Life Care Contracts for Miss Edith Pooley and Mrs. Eliza Searight were discussed, and it was decided that Mrs. Nigh and Mr. Jenkins contact these ladies to work out the details of such. Mr. Jenkins reported that he had come to an agreement with these ladies on the basis of the regular contract, with amendments to take care of a special situation. The financial report of the ladies, together with the amendments to the contract, were submitted and approved and upon motion, there was approved the signing of the contracts by the Society at the monthly rate of 75% of the current California Old Age Pension sum, and with the amendments to the contract form.

The case of the contract for Mrs. K. Delaney, which was passed on at the previous meeting, and the rate approved of \$125.00 per month, was reopened at the request of Mrs. Nigh. After the review of the information submitted by Mrs. Nigh, the \$125.00 rate previously established was, upon motion duly made and passed, confirmed.

The annual statement for 1959 of the Society, which had been previously distributed to those present, was reviewed and a discussion was held regarding the amount of profit which resulted from the year's operations. Particular point was made of the necessity for some profit to be shown in order to insure the security and care of the persons under Life Care Contracts and to take care of emergencies arising either from plant expense or serious illness of the members. Because of the fact that the 1959 profit somewhat exceeded the minimum to be considered for the above reasons, the subject was referred to both the Board of Directors and the Board of Managers for a recommendation on the possibility of either taking care of more subsidized guests or in improving the service at the Heritage.

Mr. Jenkins left the meeting.

At the last meeting the schedule for paid up Life Care Contracts was authorized on the basis of "The life expectancy and annuity values for Life Care Contracts" published by the Department of Public Welfare dated January 1, 1958 on the basis of the (A-1949) tables, but modified to a 2-1/2% return

BANK REFERENCE

## Transfer of Account from Head Office.

ACCOUNT ARRANGED FOR BY

ACCOUNT RELATIONS WITH US SINCE

OPENED BY

DATE

AMT.

APPROVED  
BY

DATE CLOSED

AVERAGE BALANCE

REASON FOR CLOSING

## SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The above-named corporation, by its duly authorized officers, agrees that this shall be a COMMERCIAL account, and further agrees to be bound by, and that this account shall be subject to, the By-laws of AMERICAN TRUST COMPANY and all present and future amendments thereto, all resolutions, regulations, rules and practices now or hereafter adopted by American Trust Company with respect to accounts of similar character.

AUTHORIZED SIGNATURES

TITLE

President

Vice-Pres.

Treasurer

DATED AT San Francisco  
DA 3(12-54)-13M-12-55 (1)

February 17, 1960 at 2:00 P.M. in accordance with notice.

PRESENT:      B. G. Hindes, Chairman  
                      Bradley B. Brown

Charles J. Bradley  
Fentress Hill, II

At the request of the Chairman, the following were guests at the meeting:

Mrs. W. H. Nigh, President of the Board of Managers  
Miss Helen H. Bridge, Treasurer of the Board of Managers  
Mr. Tom Jenkins, Board of Directors, attorney

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Mr. Jenkins left the meeting.

basis from the 3% table so published; and that these basic sums should be further modified for the percentage of changes between the Bureau of Labor Statistics "Cost of Living Index" at the time of application as compared to that at the time of the tables' establishment, i.e. January 1, 1958. The Chairman exhibited comparative tables now in effect by the New York Life Insurance Company and discussion was held as to whether a change should be made from the table already approved to that of the New York Life Insurance Company which would result in higher payments; or to reaffirm the previous decision. After considerable discussion it was decided to reaffirm the action of the previous meeting and confirm the tables outlined above. The recommendation of the Committee at the last meeting, to the effect that permission was granted to take in up to 5 Life Care Contract members on the above basis, the selection and at the pleasure of the Board of Managers, was confirmed.

Before the subject of the Operating Budget for the Board of Managers was presented by the Board of Managers, the Chairman recommended that certain fixed charges which had been previously included in the Operating Budget should be handled as overhead or capital expense, and it was then moved and passed that the service and maintenance charges of the fire prevention system and the pensions to previous employees should be transferred to overhead, and the maintenance and repair charges for the exterior and roof of the 3400 Lagu Street premises should be handled from the capital accounts of the Society.

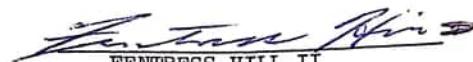
Mrs. Nigh and Miss Bridge presented the proposed Budget for the operation of the Home during the year 1960 in the amount of \$20,500 per month. This budget was gone over in detail and explained by the ladies and appropriate answers given to the various questions thereon. After considerable discussion it was moved, seconded and passed that the Budget as presented was considered in order and was approved as being the amount to be paid by the Board of Directors to the Board of Managers on the first of each month of 1960, and retroactive to January 1, thereof.

The Chairman then called the attention of the Directors present to the fact that the Board of Managers had operated during the year 1959 exactly on their budget, and commended the ladies for their careful and economical operations, which were exactly in line with their requests even though many improvements were made in the services and the operating conditions at the Heritage.

Miss Bridge indicated that, after a survey carefully conducted by the various committees of the Board of Managers, it was anticipated that capital expenditures for additional equipment and replacements were expected to amount to \$8,500 during the year 1960, in comparison with \$7,041 for similar expenses during the year 1959.

The License from the Department of Social Welfare for the Home's operation during the year 1960 has been received, and a commendatory letter of transmittal thereof was read. All present appreciated the comments therein, and felt that such statements had been engendered by the management of the Ladies' Board. The Chairman offered the congratulations and the appreciation of the Board of Directors to the Ladies.

There being no further business, the meeting was adjourned at 3:50 PM.



FENTRESS HILL II  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND REL

A special meeting of the Board of Director  
Ladies' Protection and Relief Society was held at  
Trust Company, 464 California Street, San Francis  
1960, at 2:30 o'clock p.m.

The President, Mr. Barrett G. Hindes, pres

|                  |                    |                |
|------------------|--------------------|----------------|
| <u>DIRECTORS</u> | Barrett G. Hindes  | Bradley B. Bro |
| <u>PRESENT</u>   | Charles J. Bradley | George Stimmel |
|                  | Fentress Hill, II  | David L. White |

|                  |                 |                |
|------------------|-----------------|----------------|
| <u>DIRECTORS</u> | Bruce Cornwall  | Paul C. Newell |
| <u>ABSENT</u>    | Frank F. Walker | Chalmers G. Gr |

A quorum of the directors being present an  
duly called, the President announced that the mee  
transaction of business.

The President stated that each of the dire  
of the minutes of the last meeting held on Decemb  
duly passed, it was resolved that these minutes w

The President then referred to the two Exe  
which had been held on December 14, 1959, and Feb  
minutes of these meetings read to the directors.  
taken up by the Executive Committee at these meet  
later at this meeting under new business.

Upon request, Mr. Brown, chairman of the D  
that it had been impossible to secure a quorum of  
and that the following recommendations were the p  
and himself. Owing to the pending bank merger -

|             |                        |
|-------------|------------------------|
| <u>SELL</u> | American Trust Company |
|             | Wells Fargo Bank       |

|            |                              |
|------------|------------------------------|
| <u>BUY</u> | Proctor & Gamble Company     |
|            | with the proceeds from the : |

It was also recommended that the Society se  
Diversified Petroleum Group of Diversified Royalt  
the best offer received by the Wells Fargo Bank.

The President then commented on the annual  
and referred to the profit which had been made in  
whether more subsidized guests be admitted to the

He now referred to the matters taken up at  
meetings, the minutes of which were read earlier :

After considerable discussion of these subjects, upon motion duly made, seconded and carried unanimously, the actions of the Executive Committee as outlined in the minutes of their meetings of December 14, 1959, and February 17, 1960, which minutes are written in the Minute Book of the directors of the Society, are hereby ratified, approved and confirmed. It was recommended that in the future, copies of the minutes of the Executive Committee be mailed to each member of the Board of Directors.

The President referred to the Heller Estate matter and read from a report which he had received from our attorney, which indicated that Court proceedings were under way, and that we would be advised as matters progressed

The President then referred to the beautiful painting which had been installed some time ago over the altar in the Chapel at the "Home", and stated that a bill had now been received from the dealer in New York along with check from Mr. Prentis Cobb Hale for \$4,500.00 to cover the amount of the bill. The directors expressed their appreciation to Mr. Hale for this generous gift, which has greatly enhanced the beauty of the Chapel.

At the request of the President, Coldwell Banker & Company have written him a letter stating that they believe the value of the Francisco Street Flats to be \$42,500.00. It was agreed that this investment would be shown on the quarterly statement at \$40,000.00.

Mr. White commented on the progress of construction of the Jack Tar Hotel on the Van Ness Avenue Property and stated that some of the floors of the hotel building would be opened soon and the office building later. He felt that the hotel building was quite attractive and should be profitable.

No further business appearing, upon motion duly made, seconded and carried, the meeting was declared adjourned.

Fentress Hill, II

*Fentress Hill*  
Secretary

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank American Trust Company, 464 California Street, San Francisco, on Monday, April 18, 1960, at 2:30 PM.

The President, Mr. Barrett G. Hindes, presided at the meeting.

|                |                    |                    |                      |
|----------------|--------------------|--------------------|----------------------|
| DIRECTORS      | Barrett G. Hindes  | Bradley B. Brown   | Joseph A. Moore, Jr. |
| <u>PRESENT</u> | Charles J. Bradley | Chalmers G. Graham | David L. White       |
|                | Fentress Hill, II  | Ferard Leicester   |                      |

|               |                |                 |                  |
|---------------|----------------|-----------------|------------------|
| DIRECTORS     | Bruce Cornwall | Frank F. Walker | Charles de Limur |
| <u>ABSENT</u> | Paul C. Newell | George Stimmel  |                  |

A quorum of the directors being present and the meeting having been duly called, the President announced that the meeting would proceed with the transaction of business.

The President advised the Board that he had invited Mrs. William H. Nigh, President of the Board of Managers to be present at this meeting, and also two attorneys, being Mr. Edward J. Ruff of the firm of Thelen, Marrin, Johnson & Bridges and Mr. Tom Jenkins of the firm of Schofield, Hanson, Bridgett, Marcus & Jenkins, both of San Francisco.

The President stated that each of the directors had received a copy of the minutes of the last meeting held on March 3, 1960, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The President then mentioned that it was desirable to amend the instructions to the Wells Fargo Bank American Trust Company covering authorized signatures on the general bank account of the Society.

Upon motion duly passed, it was - (attached signature card) authorizing any two of the following listed officers on card.

The President stated that the principal business of the meeting was to discuss the question of the possible bequest from the Estate of Martin J. Heller. He stated he had asked Mr. Edward J. Ruff of the firm of Thelen, Marrin, Johnson & Bridges, attorneys, who represent the Society to be present at this meeting to give the directors an outline of the proceedings in this matter to date. Mr. Ruff then went into considerable detail, explaining the various actions which had been taken and the possibilities in the case. Considerable discussion was then held by those present and by unanimous agreement the matter was referred to the Executive Committee with full authority to confer with the attorney in the case and to take such action as to them may seem appropriate, including any final disposition of the matter.

The President announced that the resignation from this Board had been received from Mr. Charles de Limur and upon motion duly passed it was accepted.

Upon motion of Mr. Brown seconded by Mr. Hill, Mr. Paul A. Miller of San Francisco was nominated to fill the vacancy and unanimously elected.

The President then stated that he was leaving for an extended trip during the summer and would leave his customary annual report to be read at the annual meeting of the Society in May.

By request, Mr. Jenkins, one of the attorneys present, delivered two contracts between the Society and residents of the "Home" for signature by the President, who then mentioned that with the completion of these two contracts with Mrs. Delaney and Mrs. Heitsman, all residents were now under legal agreements with the Society.

No further business appearing, upon motion duly made, seconded and carried, the meeting was declared adjourned.

FENTRESS HILL, II  
Secretary



SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Minutes of Executive Committee Meeting  
Thursday, April 28, 1960

A special meeting of the Executive Committee of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, April 28, 1960 at 2:30 PM in accordance with notice given to all members.

PRESENT      Charles J. Bradley      Bradley B. Brown

ABSENT      Barrett G. Hindes      Fentress Hill, II

Mr. Bradley acted as Chairman of the meeting in the absence of Mr. Hindes.

The Chairman stated that he had received a letter signed by the President and Treasurer of the Board of Managers, dated April 26, 1960, in which they outlined the need for the installation of a diet kitchen for the Infirmary at "The Heritage", 3400 Laguna Street. They detailed the capital expenditure which would be required to accomplish this result, amounting to approximately \$2,094.00.

After discussion of the matter, those present agreed that this request for funds be approved and that the Board of Managers be advised immediately that they will be reimbursed for the outlay.

On the subject of the blanket approval for capital expenditure amounting to about \$8,500.00 as outlined to the Executive Committee at their meeting on February 17, 1960, the members present felt that this request should be brought up at a meeting of the Board of Directors.

Mr. Brown then mentioned that certain bonds in the portfolio of the Society were maturing during the month of May, amounting to approximately \$70,000.00. It was agreed that the Treasurer be requested to arrange that the proceeds from these bonds be invested in United States Government Treasury Bills maturing on June 30, 1960, before which date the Investment Committee will have held another meeting.

There being no further business, the meeting was adjourned.

H. S. ANDERSON  
Assistant Secretary

H. S. Anderson

DATED AT San Francisco, California, April 1, 1960

ASS'T.—Treasurer \_\_\_\_\_  
Director \_\_\_\_\_  
Treasurer \_\_\_\_\_  
Vice-President \_\_\_\_\_  
President \_\_\_\_\_

## AUTHORIZED SIGNATURES

## TITLE

AMERICAN TRUST COMPANY and all present and future amendments thereto, all resolutions, regulations, rules and practices now or hereafter adopted by American Trust Company with respect to accounts of similar character.

The above-named corporation, by its duly authorized officer, agrees that this account shall be subject to the By-laws of

account, and further agrees to be bound by, and that this account shall be subject to, the By-laws of a COMMERICAL

ACCOUNT, and further agrees to be bound by, and that this account shall be subject to, the By-laws of a COMMERCIAL

## SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

REASON FOR CLOSING \_\_\_\_\_  
DATE CLOSED \_\_\_\_\_  
OPENED BY \_\_\_\_\_ DATE \_\_\_\_\_ AMT. \_\_\_\_\_ APPROVED \_\_\_\_\_  
ACCOUNT RELATIONS WITH US SINCE \_\_\_\_\_  
ACCOUNT ARRANGED FOR BY \_\_\_\_\_  
BANK REFERENCE \_\_\_\_\_  
BUSINESS Old Peoples' Home \_\_\_\_\_  
CITY San Francisco ZONE 23 TELEPHONE JO.7-6900 \_\_\_\_\_  
ADDRESS 3400 Laguna Street \_\_\_\_\_

*S. O.*

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Minutes of Executive Committee Meeting  
Thursday, April 28, 1960

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|                |                    |                   |
|----------------|--------------------|-------------------|
| <u>PRESENT</u> | Charles J. Bradley | Bradley B. Brown  |
| <u>ABSENT</u>  | Barrett G. Hindes  | Fentress Hill, II |

Mr. Bradley acted as Chairman of the meeting in the absence of Mr. Hindes.

The Chairman stated that he had received a letter signed by the President and Treasurer of the Board of Managers, dated April 26, 1960, in which they outlined the need for the installation of a diet kitchen for the Infirmary at "The Heritage", 3400 Laguna Street. They detailed the capital expenditure which would be required to accomplish this result, amounting to approximately \$2,094.00.

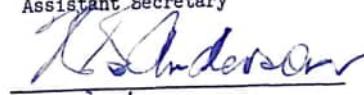
After discussion of the matter, those present agreed that this request for funds be approved and that the Board of Managers be advised immediately that they will be reimbursed for the outlay.

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Mr. Brown then mentioned that certain bonds in the portfolio of the Society were maturing during the month of May, amounting to approximately \$70,000.00. It was agreed that the Treasurer be requested to arrange that the proceeds from these bonds be invested in United States Government Treasury Bills maturing on June 30, 1960, before which date the Investment Committee will have held another meeting.

There being no further business, the meeting was adjourned.

H. S. ANDERSON  
Assistant Secretary



President announced that the resignation from the Board had been received from Mr. Charles de Limer and upon motion this was voted. Motion of Mr. Brown seconded by Mr. Hill, Jr. and A. Hill Cisco was nominated to fill the vacancy and unanimously elected. President then stated that he was leaving for a extended summer and would leave his customary annual report to the next meeting of the Society in May.

Guest, Mr. Jenkins, one of the attorneys present, addressed the Society and residents of the "Time" for agreement between the Society and residents of the "Time" for agreement, who then mentioned that with the completion of their business with Mrs. Delaney and Mrs. Heitman, all residents would units with the Society.

Other business appearing, upon motion duly made, made meeting was declared adjourned.

FENTRESS HILL, II  
Secretary

*Fentress Hill*

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Minutes of Executive Committee Meeting  
Thursday, April 28, 1960

RESOLUTION AUTHORIZING SIGNING AND ENDORSING  
CHECKS AND OTHER INSTRUMENTS

"RESOLVED, that AMERICAN TRUST COMPANY be, and it is hereby ~~authorized~~ as a Depository of the funds of this Corporation, and that checks or drafts withdrawing said funds may be signed by any ~~two~~ of the following:

|                                            | NAME               | TITLE           |     |
|--------------------------------------------|--------------------|-----------------|-----|
| 1. Please                                  | B. G. Hines        | President       | s   |
| Type or<br>Print<br>Names<br>and<br>Titles | C. J. Bradley      | Vice-President  | f   |
|                                            | Fentress Hill, II. | Treasurer       |     |
|                                            | Bradley B. Brown   | Director        | he  |
|                                            | H. S. Anderson     | Asst.-Treasurer |     |
| 6.                                         |                    |                 | lt, |

"FURTHER RESOLVED: that AMERICAN TRUST COMPANY is authorized to honor and pay any and all checks and drafts of this corporation signed as provided herein, whether or not payable to the person or persons signing them; and that checks, drafts, bills of exchange, and other evidences of indebtedness may be endorsed for deposit to the account of this corporation by any of the foregoing or by any other employee or agent of this corporation, and may be endorsed in writing or by stamp and with or without the designation of the person so endorsing.

"FURTHER RESOLVED: that the authority hereby conferred shall remain in force until written notice of the revocation thereof by the Board of Directors of this Corporation shall have been received by said depository at the office at which the account is kept; and that the certification of the secretary or an assistant secretary as to the continuing authority of this resolution and the persons authorized to sign and their signatures, shall be binding upon this corporation."

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Board of Directors of this corporation at a meeting of said Board regularly held on the 18th, day of April, 1960 and that said resolution is still in full force and effect.

I further certify that the signatures appearing on the reverse side of this card are the signatures of the persons authorized to sign for and on behalf of this corporation.

Witness my hand and the seal of this corporation this April day of April, 1960

(SEAL)

Secretary  
San Francisco Ladies' Protection  
and Relief Society  
*Name of Corporation*

*[Signature]*

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

Minutes of Executive Committee Meeting  
Thursday, April 28, 1960

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|             |                    |                   |
|-------------|--------------------|-------------------|
| <u>SENT</u> | Charles J. Bradley | Bradley B. Brown  |
| <u>SENT</u> | Barrett G. Hindes  | Fentress Hill, II |

Mr. Bradley acted as Chairman of the meeting in the absence of Hindes.

The Chairman stated that he had received a letter signed by the President and Treasurer of the Board of Managers, dated April 26, 1960, which they outlined the need for the installation of a diet kitchen in the Infirmary at "The Heritage", 3400 Laguna Street. They detailed capital expenditure which would be required to accomplish this result, amounting to approximately \$2,094.00.

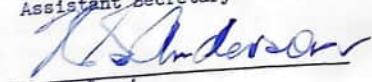
After discussion of the matter, those present agreed that this request for funds be approved and that the Board of Managers be advised immediately that they will be reimbursed for the outlay.

On the subject of the blanket approval for capital expenditure amounting to about \$8,500.00 as outlined to the Executive Committee at their meeting on February 17, 1960, the members present felt that this request should be brought up at a meeting of the Board of Directors.

Mr. Brown then mentioned that certain bonds in the portfolio of the Society were maturing during the month of May, amounting to approximately \$70,000.00. It was agreed that the Treasurer be requested to arrange that the proceeds from these bonds be invested in United States Government Treasury Bills maturing on June 30, 1960, before which time the Investment Committee will have held another meeting.

There being no further business, the meeting was adjourned.

H. S. ANDERSON  
Assistant Secretary



ANNUAL MEETING  
SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The regular annual meeting of the members of the San Francisco Ladies' Protection and Relief Society was held at the Home at 3400 Laguna Street, San Francisco, California, May 5, 1960 at 2:00 P.M.

The meeting was called to order and presided over by the Vice President, Charles J. Bradley, in the absence of Capt. Barrett G. Hindes, President. The secretary, Fentress Hill II, was present and acting.

The Vice President announced that the meeting had been called in accordance with the by-laws of the Society and that a quorum of the members, (a majority) being present, as required by the by-laws, the meeting was in order and competent to act.

The secretary then read the minutes of the last annual meeting held May 7, 1959, and upon motion duly made, seconded and carried, these minutes were approved as read.

The Vice President then read the president's report covering the activities of the Society during the year 1959 and in accordance with the wishes of the members, this report is made a part of these minutes and to be spread on the Minute Book, as follows:

President's Report

" I regret that I will not be able to be with you in person at this meeting, but, with the sincere realization of the close cooperation between the members of the Society and their one-ness of purpose, I feel my presence can be easily spared.

This report marks the completion of my sixth year as your President and I must say that it has been the easiest and most pleasant of all. The problems which have arisen have all been solved by the general interest and activity of the members of both of the Boards, so that generally the answers have been formed by the group themselves rather than by individuals.

The Home itself has been carefully maintained and various improvements have been made, so that at the present time The Heritage is in ideal condition. We of the Directors know that it was the unstinting work by the Ladies on their various Committees and in their various departments that has perfected the whole.

The Home has been kept full throughout the year and though a few have passed, their places have been taken by other compatible people carefully screened by the Admissions Committee who will help carry on the unity of the group of residents.

" Your Board of Directors has met frequently during the year, and has reviewed the assets and securities of the Society, and in spite of the various gyrations of the security markets has been able to maintain a favorable position for the funds, and even increase the income obtained from them from that of previous years. These assets amounted to some three-and-a-half million dollars from which an income of almost \$140,000 was realized during the year. The total net expenses for the operation of the Home amounted to approximately 80% of this income, which permitted us to add some \$30,000 to the capital account, which in turn will augment the income in the years to come. Further than that, as you all know, a cushion against extraordinary expenses either in the care of our residents or in the operation of the facilities must be maintained. We believe the operations over the last year were appropriate in these regards.

" 1959 was somewhat disappointing from the standpoint of gifts and legacies as the Home received only \$4,500 from these sources, which was the smallest amount that has come in in this way for many years past. 1960, however, presents a very much better picture with the most gracious donation from Miss Edith Allyne and the anticipated settlement from the Heller Estate. My personal feeling is that we, as members of the Society, should try to interest others in the activity and make it more widely known so as to alert the thoughts of people believing in this type of work to the job we are doing, and promote their donations or bequests.

" There were an average of 106 residents of The Heritage in their various categories taken care of throughout the year, at an average cost per person of \$215.01 per month, which is somewhat in excess of the cost of \$207.62, the average during 1958. It has been considered that the Infirmary expenses have been out of proportion for some time and with this in mind you Ladies have employed counsel on this activity and are in the process of re-organizing that department on what we hope will be an equally effective but much more economical basis.

" It is very gratifying to have accomplished the establishment of contract forms for our residents, and I am happy to say that at the present time everyone in the Home has a valid, signed contract under which both they and the Society know exactly the obligations of each to the other, which should permit a smooth understanding and a greater sense of security for those who have entrusted their care to us. Recently your Board has established a firm schedule of payments under the Fully Paid Life Care Contract basis, and has recommended the sale of five such memberships during 1960. It is further believed to be in the most appropriate interests that a few more pensioners should be taken care of. These last comments are made with the realization that the Admissions Committee standards are so high that the atmosphere of The Home will be well maintained.

" I wish to express my gratitude to Mrs. [unclear] their loyal group of the Board of Management with the Directors and their understanding of the problems of the Home. Let me also thank the staff for carrying on their so-important work to the residents.

To my fellow Directors I offer my thanks and sage advice throughout the year."

The Vice President requested the Treasurer for the previous year. Mr. Hill did not have a copy of the annual report of the auditors reciting the figures.

The Vice President requested the president of the Kate Boardman Nigh, to read her report. This being made a part of these minutes as follows:

" The year just past was one of many problems solved effectively. I am sorry that Mr. Society, cannot be here for our annual meeting. Bradley sitting in the driver's seat, and all connected with The Heritage that were to be absent, another is ready to take charge. I agree that The Heritage and its work will

" I am happy to report that The Heritage is a member of the Crocker Society in its history. There are 51 members of 30 Crocker members, and 21 Old Age Assistance Subsidized members. There are 56 Boarders; there are 91 ladies and 16 gentlemen. During the year 107 residents were admitted, including 2 Old Age Assistance members. We lost 17 residents either by death or removal. All Old Age Assistance members have completed and have signed.

" In order to feed these 107 residents the Infirmary during the year at a cost per person per month. The menus are excellent and the food is prepared by the food consultant, Mr. Debes.

" The Infirmary is one of the important parts of the Home and has continued to give excellent care. The Infirmary is comprised of 16 beds in addition to the Department of Public Health care in their rooms to as many of 32 other patients at one time or another. In February, attention was given to the Infirmary by the Board of Directors at the request of the Infirmary Committee.

- " Hotchkiss of the Bureau of Hospitals, State Department of Public Health, was assigned to this work. The survey was accepted by the Committee and the Board, and is now in the process of being implemented.
- " The first change accomplished was a simplification of records. Further, certain duties performed by the Nursing Staff have been taken over by the Housekeeping Staff. With the addition of the new diet kitchen, now being planned, tray service will improve and the nurses will have more time for purely professional duties. In order to bring more cheer and companionship to those in the Infirmary, as many patients as possible are now being served lunch and dinner at a common table instead of on trays in individual rooms. Also each month when Birthday parties are being held in the Hobby Room, occupants of the Infirmary are not forgotten and a special cake and favors are sent to the Infirmary so that these sick ones will feel that they are remembered and included in the fun
- " Maintenance of a large and thoroughly used building such as The Heritage is a never ending job shared by the Administrator and the House Committee. To name some of the improvements; all rooms in the Infirmary have been painted; handrails throughout the Infirmary were added. Bed rooms were painted and carpets cleaned as rooms were vacated. The furnace in the old building was modernized. The inter com system was improved. A large laundry machine and drier were installed. Gaps in the supply of silver, dishes, and serving pieces were filled in. Name plates on all doors were installed. The flag pole was replaced. Better ventilation in the kitchen was installed. A food scale and bench, a meat slicer, a baker's table, a refrigerator for salads, and tables for the employees dining room were purchased. Beds, mattresses, and chests were bought, and furniture recovered as necessary. A new policy was instituted whereby all outside building problems will be handled by the Board of Directors. This gives the benefit of masculine supervision in construction and similar work.
- " The Hobby Department offered a program to those interested in sewing knitting and painting, and financed numerous purchases for the Hobby Room, as well as paying for the Birthday Teas enjoyed each month by the guests. The Bazaar was not emphasized as much this year as in former years, but was a great success netting \$500.00. Table decorations for the principal holidays and tray favors for 15 other separate celebrations were made by Mrs. Byrne, Chairman of the Hobby Committee. The Society is indebted and deeply grateful to this dedicated Board member who gives so unstintingly of her time and talents.

" This year the Entertainment Program has shown marked improvement both in quality and in variety. A weekly series of lectures on world affairs was offered by Mr. Thomas Hoek of the Department of Education and attended by an average audience of 50 guests. Most of the gentlemen who do not ordinarily attend our social functions. Three programs of current book reviews were given by Mrs. Stoddard. The library stocked the books which were available for the benefit of members who wished to read them. Numerous piano, voice, glee clubs, and choirs entertained during the year. The usual weekly bingo games, record concerts, and movies. A delightful Bridge and Games party was given by Miss Rolfe. Delicious refreshments and prizes for all tables. Weekly services were offered by Dr. Buchholz and Dr. Tamblyn held at Christmas and Easter. The traditional Fall Picnic was enjoyed by all 500 people, and the Christmas party was one of the happiest occasions of the year.

- " Gifts received by The Heritage have been numerous and generous. They include checks, both large and small; the painting over the door; a stereo-phonograph and loud speaker; 6 transistor radios; a clock; pictures and rugs; numerous beautiful plants and shrubs for the garden; the expenses of the Christmas party; books, and packages of cookies, fruit, and vegetables; and champagne for the punch. As you see our friends are many.
- " There were several changes on the Board of Managers. Dear friends left the Board. Two of our Honorary Board Members, Mrs. E. W. Wilson and Mrs. Allyne. In March we lost our dear friend and hard working member Florence Miller. Mrs. Edith Walkup resigned and has subsequently become an Honorary Member. New Board members are Mrs. Phil Rettenmeyer, Mrs. Robert Kirkwood and Mrs. James Skene.
- " An organization such as The Heritage which has great responsibility and varied activities cannot hope to succeed without the help of many people. We are especially fortunate in having many members who are untiring in their work, and a staff that is unfailing in its cooperation. I want especially to mention my Vice President, Mrs. Blackie for her always helpful advice and assistance; the Recording Secretary Mrs. Stephens; the Secretary Mrs. Leibman, who keeps careful exact minutes; and Miss Bridge, the Treasurer, whose knowledge and understanding of finances is such an aid to all committees; and Mrs. Skene who acts as liaison between the Board of Directors and the Board of Managers has been invaluable.
- " No Annual Report would be complete without the mention of our beloved Administrator. All who come in contact with her are impressed by her knowledge of the problems of old people and her sympathy for those who live here. She is the embodiment of The Heritage.

The Treasurer of the Board of Managers, Miss Helen H. Bridge, reported on the activities of that group, as follows:

"As Treasurer of the Board of Managers, I feel the primary thing that has come from the past year, is the awakening awareness of our financial structure. In other words through experience, we have become more sure of the actual amount of money necessary to carry on our various departments, adequately. We are still endeavoring to organize both work and staff in some areas so that we can be more efficient and possibly more economical. We have tried to budget honestly and to spend wisely. One of the best things to happen has been the financial meetings between members of the two Boards. The opportunity to ask questions and to discuss matters has been most valuable and has led to more understanding and appreciation of the work of both Boards. I feel that it has been a year of growth in which we have tried to see more clearly our role in the community and our financial responsibility to the residents of The Heritage."

The Secretary of the Board of Managers, Mrs. Barbara Olney Landis, reported on the activities of that group as follows:

"During this period the Board of Managers held 11 regular meetings and 3 executive meetings at 3400 Laguna Street. The President, Mrs. William H. Nigh, Jr., presided at all meetings.

"At present there are 28 members on the Board of Managers. Mrs. Edith Walkup and Mrs. E. W. Wilson were made Honorary Life Members of the Society in appreciation of their years of faithful service. Three new members were added to the Board of Managers; Mrs. Robert Kirkwood, Mrs. Philippine S. Rettenmayer and Mrs. James Skene. The loss by death of Miss Edith Allyne and Mrs. E. W. Wilson, both Honorary Life Members, and Mrs. John J. Miller, Jr. was felt deeply by those who had worked with them and knew of their devotion to the Society.

"During the year one Subsidized Life Care Member was admitted as a permanent member of The Heritage and another is in residence for the required three months of probation.

"It is with deep regret that the death of two Life Care Members is recorded. As of April 30, 1960, the number of residents in The Heritage totals 107. There are 30 Life Care Members, 21 Subsidized Life Care Members and 56 Monthly Guests.

"This report would not be complete without a word of appreciation to our President, Mrs. Nigh, for her able leadership and to Mrs. Pogson, our Administrator, for her competent management of The Heritage."

*Upon motion duly made, seconded and carried, the reports of the various officers as read are accepted and ordered spread upon these minutes.*

Upon a motion made and seconded, it was minutes of the meetings of the Board of Directors during the past calendar year be and hereby are adopted, approved, ratified and confirmed; and kind taken by any officer or officers of the corporation, such resolution, action or authorization, be an approved, ratified and confirmed.

The Vice President announced that nominating Directors was in order. The following persons were nominated to serve on the Board of Directors for the ensuing year:

|                    |         |
|--------------------|---------|
| Barrett G. Hindes  | Paul A. |
| Charles J. Bradley | Joseph  |
| Fentress Hill II   | Paul C. |
| Bradley B. Brown   | George  |
| Bruce Cornwall     | Frank F |
| Chalmers G. Graham | David L |
| Ferard Leicester   |         |

As the number of nominations is within limit set forth in the By-Laws, upon motion duly passed the ballot was closed and the secretary was ordered to cast a ballot present for each of the candidates in nomination.

The ballot having been cast, the President announced that the persons nominated by the above motion had been elected to serve on the Board of Directors for this corporation, to serve for the ensuing year and their successors.

The Vice President stated that nominations were now in order, whereupon on motion duly made and carried, the following persons were nominated to serve on the Board of Managers:

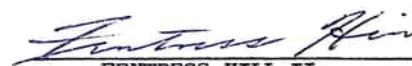
|                         |          |
|-------------------------|----------|
| Mrs. E. E. Blackie      | Mrs. Ral |
| Mrs. W. K. Bowes        | Mrs. Mel |
| Miss Helen Bridge       | Mrs. Lew |
| Mrs. Edwin L. Bruck     | Mrs. Wil |
| Mrs. Leo Byrne          | Mrs. War |
| Mrs. Donald Craig       | Mrs. Cha |
| Mrs. Archibald Granger  | Mrs. Phi |
| Mrs. A. C. Griffith     | Miss Eli |
| Mrs. Ernest L. Gunther  | Mrs. Jan |
| Mrs. Thomas Hickey, Jr. | Mrs. Che |
| Mrs. William Hilbert    | Mrs. Mot |
| Mrs. Robert C. Kirkwood | Mrs. St  |
| Mrs. Edwin V. Krick     | Mrs. Joy |
| Mrs. Philip Landis      | Miss Mar |
| Mrs. Francis Lloyd      |          |

As the number of nominations is within the prescribed number set forth in the By-Laws, upon motion duly passed the nominations were declared closed and the secretary was ordered to cast a unanimous ballot of the members present for each of the candidates in nomination.

The ballot having been cast, the President declared that the twenty nine persons nominated by the above motion had been properly elected to the Board of Managers of this corporation, to serve for the ensuing year and until the election of their successors.

On request of one of the members, the Treasurer, Mr. Hill, gave some interesting information regarding the lease with the Jack Tar Hotel on Van Ness Avenue, San Francisco.

There being no further business presented, the meeting upon motion duly made, seconded and carried, was declared adjourned.



FENTRESS HILL II  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

The organization meeting of the Board of Directors San Francisco Ladies' Protection and Relief Society was held at 3400 Laguna Street, San Francisco, on Thursday, May 5, 196<sup>5</sup> following the adjournment of the annual meeting of the Society.

The following directors, being a quorum of the Board,

|                |                                         |                                    |
|----------------|-----------------------------------------|------------------------------------|
| <u>PRESENT</u> | Charles J. Bradley<br>Fentress Hill, II | Paul C. Newell<br>Ferard Leicester |
|----------------|-----------------------------------------|------------------------------------|

|               |                                                                            |                                                                                |
|---------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------|
| <u>ABSENT</u> | Barrett G. Hindes<br>Bruce Cornwall<br>Bradley B. Brown<br>Frank F. Walker | Chalmers G. Graham<br>David L. White<br>Joseph A. Moore, Jr.<br>George Stimmel |
|---------------|----------------------------------------------------------------------------|--------------------------------------------------------------------------------|

The first order of business, being the election of a Board for the ensuing year, upon motion duly made; seconded unanimously, the following officers were elected to serve for the year and until their successors are elected and have qualified:

|                    |                    |
|--------------------|--------------------|
| President          | Barrett G. Hindes  |
| 1st Vice President | Charles J. Bradley |
| 2nd Vice President | Bradley B. Brown   |
| Secretary          | Fentress Hill, II  |
| Treasurer          | Fentress Hill, II  |

The Vice President then appointed the following committees:

|           |                                                                                  |
|-----------|----------------------------------------------------------------------------------|
| Executive | Barrett G. Hindes<br>Charles J. Bradley<br>Bradley B. Brown<br>Fentress Hill, II |
|-----------|----------------------------------------------------------------------------------|

|             |                                  |
|-------------|----------------------------------|
| Real Estate | David L. White<br>Bruce Cornwall |
|-------------|----------------------------------|

|            |                                                                            |
|------------|----------------------------------------------------------------------------|
| Investment | Bradley B. Brown<br>Paul C. Newell<br>Frank F. Walker<br>Fentress Hill, II |
|------------|----------------------------------------------------------------------------|

Upon motion duly carried, Mr. H.S. Anderson was reappointed to serve the Board for the ensuing year at the monthly fee of \$100.

The following additional motions were also passed unanimously:

1. That the Treasurer will not be required to provide a bond in connection with the performance of his duties.
2. That the firm of Farquhar & Heimbucher, CPA, are reappointed auditors for the Society for the ensuing year.

By general agreement of those present, the time for the holding of meetings of this Board will thereafter be 4:00 P.M. instead of 2:30 P.M. as at present.

No further business appearing, the meeting upon motion adjourned.

Fentress Hill, II  
Secretary



SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco on Thursday, June 2, 1960 at 4:00 P.M.

The Vice President, Mr. Charles J. Bradley, presided at the meeting in the absence of the President.

|                             |                                                             |                                        |                                   |
|-----------------------------|-------------------------------------------------------------|----------------------------------------|-----------------------------------|
| DIRECTORS<br><u>PRESENT</u> | Charles J. Bradley<br>Bradley B. Brown<br>Fentress Hill, II | Ferard Leicester<br>Bruce Cornwall     | Paul A. Miller<br>David L. White  |
| DIRECTORS<br><u>ABSENT</u>  | Barrett G. Hindes<br>Chalmers G. Graham                     | Paul C. Newell<br>Joseph A. Moore, Jr. | Frank F. Walker<br>George Stimmel |

There were also present Mrs. William H. Nigh and Miss Helen H. Bridge, President and Treasurer respectively of the Board of Managers.

A quorum of the directors being present and the meeting having been duly called, the Vice President announced that the meeting would proceed with the transaction of business.

The Vice President stated that each of the directors had received a copy of the minutes of the directors' meeting held on April 18, 1960 and of the directors' organization meeting held on May 5, 1960, and also of the Executive Committee meeting held on April 28, 1960, and upon motion duly passed, it was resolved that these minutes would be accepted as written.

The Vice President then advised the Board that representatives of the Board of Managers were present to discuss certain matters concerning the finances of the "Heritage", which should properly come before this Board.

Upon request, Mrs. Nigh then gave an outline of the various categories comprising the population at the "Heritage", mentioned that they had taken in and were in process of taking in several residents who would be subsidized, but that her Board had decided they would not, this year, accept any residents under the "Life Care Contract" plan.

Miss Bridge then referred to the list of capital items for 1960, which she had outlined to the Executive Committee of this Board at its meeting on February 17, 1960, and stated that she felt it would simplify procedure with both Boards if the total amount of \$8,500.00 were approved at one time and the sum transferred to the Managers' operating account, rather than having to request approval of each item as it arose, which delays action. After reviewing the list, upon motion duly made and carried, it was agreed that the items contained therein be approved, with the exception of \$335.00 for painting in the dining room, which it was felt was a regular budget expenditure. The Treasurer was authorized to transfer the appropriate amount.

Mrs. Nigh and Miss Bridge then left the meeting.

At the request of the Vice President, the Chairman of the Investment Committee, Mr. Brown stated that a meeting of the Investment Committee had been held on May 24, 1960 and that the following recommendations were made:

The proceeds of \$50,000.00 United States Treasury Bonds 3 1/2% matured on May 15, 1960 to be invested in \$50,000.00 United States Treasury Bonds 4 7/8% due November 15, 1963, at about 102 to yield 4.40%.

The proceeds of \$20,000.00 United States Treasury Bills due June 1960 to be invested in :

General Mills Company, common stock  
Standard Oil Company, New Jersey - common stock  
in equal dollar amounts.

After discussion the recommendations contained therein were approved and the Treasurer was requested to proceed with the execution of the transaction.

The Treasurer stated that there was now available for investment \$30,000.00 from the General Fund and it was agreed that this sum be invested meantime in United States Treasury Bills due September 1, 1960, before which time the Investment Committee will have had another meeting.

A request was made as to the status of the bequest from the Martin J. Heller Estate and the Vice President advised the Board that matters were proceeding as previously arranged, but that no definite action had been taken which he wished to report to the Board at this time.

No further business appearing, upon motion duly made, seconded and carried, the meeting was declared adjourned.

  
FENTRESS HILL, II - Secretary

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Martin J. Heller to  
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*Frank H. Hill*  
RESS HILL, II  
Secretary

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco on Thursday, July 7, 1960, at 4:00 P.M.

The Vice President, Mr. Charles J. Bradley, presided at the meeting in the absence of the President.

|                             |                                                                               |                                                           |
|-----------------------------|-------------------------------------------------------------------------------|-----------------------------------------------------------|
| DIRECTORS<br><u>Present</u> | Charles J. Bradley<br>Bradley B. Brown<br>Fentress Hill, II<br>George Stimmel | Ferard Leicester<br>Bruce Cornwall<br>David L. White      |
| DIRECTORS<br><u>Absent</u>  | Barrett G. Hindes<br>Chalmers G. Graham<br>Paul C. Newell                     | Joseph A. Moore, Jr.<br>Paul C. Miller<br>Frank F. Walker |

A quorum of the directors being present and the meeting having duly called, the Vice President announced that the meeting would proceed to the transaction of business.

The Chairman now stated that a letter had been received from Edward J. Ruff, of the law firm of Thelen, Marrin, Johnson and Bridges, are representing the Society in the matter of the bequest from the Estate of Martin J. Heller, which is dated June 30, 1960.

In this letter, Mr. Ruff advises that they have agreed with the City of San Francisco, to accept a settlement of the bequest under Mr. Heller's will on the basis whereby the Society will receive fifty percent of the bequest and the City will receive the other fifty percent.

He also requested that a resolution be passed by this Board, in which the officers will be specifically authorized to sign the necessary documents in the matter.

Upon motion duly made, seconded and carried unanimously it was

RESOLVED:

WHEREAS, Mr. Martin J. Heller made a bequest in his will and testament of 10% of the residue of his estate to the Old Peoples Home of San Francisco and a contest and dispute has arisen as between this corporation and the City and County of San Francisco as to who is entitled to receive this bequest; and it is deemed to the best interests of this corporation to compromise and settle this dispute,

NOW, THEREFORE, BE IT RESOLVED, that a settlement be made between this corporation and the City and County of San Francisco when

SAN FRANCISCO LADIES' PROTECTION AND RELIEF SOCIETY

A special meeting of the Board of Directors of the San Francisco Ladies' Protection and Relief Society was held at the office of the Wells Fargo Bank, American Trust Company, 464 California Street, San Francisco, on Thursday, September 8, 1960 at 4:00 P.M.

The Vice President, Mr. Charles J. Bradley, presided at the meeting in the absence of the President.

|                  |                    |                      |                  |
|------------------|--------------------|----------------------|------------------|
| <u>DIRECTORS</u> | Charles J. Bradley | Fentress Hill, II    | Ferard Leicester |
| <u>PRESENT</u>   | Bradley B. Brown   | Paul C. Newell       |                  |
| <u>DIRECTORS</u> | Barrett G. Hindes  | Joseph A. Moore, Jr. | Frank F. Walker  |
| <u>ABSENT</u>    | Chalmers G. Graham | Paul A. Miller       | David L. White   |
|                  | Bruce Cornwall     | George Stimmel       |                  |

A quorum of the directors being present and the meeting having been duly called, the Vice President announced that the meeting would proceed with the transaction of business.

The Vice President stated that each of the directors had received a copy of the minutes of the directors' meetings held on June 2, 1960 and July 7, 1960 and upon motion duly passed, it was resolved that these minutes would be accepted as written.

Upon request, Mr. Brown, Chairman of the Investment Committee stated that a meeting of his committee had been held on August 23, 1960 and that after reviewing the investment portfolio the following recommendations were made -

BONDS

Invest the proceeds of \$30,000 U.S. Treasury Bonds maturing September 1, 1960 in New England Tel. & Tel. Co. 5 3/4% due 1994 at 108 1/2 or less. If the New England Tel. & Tel. Co. bonds are not available it is recommended that these funds be invested in U.S. Steel Co. 4% due 1983.

STOCKS

Sell 300 shares Cleveland Electric Illuminating Co. and  
208 shares Commonwealth Edison Company  
It is recommended that the proceeds from the above sale  
be invested in E. I Du Pont de Nemours & Co. stock.

Sell 220 shares Continental Insurance Co. and invest the  
proceeds in Insurance Company of North America.

After discussion the recommendations contained therein were approved and the Treasurer was requested to proceed with the execution of the transactions.

The Treasurer reported that the Society had received a bequest of \$1,000.00 from the Estate of J.S. Hutchinson, which donation had been reported to the Board at the time of Mr. Hutchinson's death in 1959.

The Vice President reported that he had received a letter from Mrs. Wm. H. Nigh, President of the Board of Managers requesting that the Directors advance the sum of \$2,000.00 out of Special Funds now lying in the Directors' Operating Account, which are subject to withdrawal by the Board of Managers. This request was acceded to by the Board.

No further business appearing, the meeting was declared adjourned.



FENTRESS HILL, II  
Secretary



CROCKER OPH  
1931-1943

TO BUREAU  
10 SEPTEMBER 1943

CROCKER OPH  
1931-1943

TO BUREAU  
10 SEPTEMBER 1943

MINUTES  
February 3rd, 1943

The regular monthly meeting of the Board of Managers of # 2507 Pine Street was held in the Board room on Wednesday, February 3rd, 1943 at 10:30 a.m. Mrs Walkup presiding.

ATTENDANCE:

Those present were Messames; Walkup Cairns Oddie

Wilson Leavitt Bean Porter Holder and Borda.

MINUTES:

The Minutes of the previous meeting were read and approved.

REPORTS:

The reports of the Superintendent and Day Nurse were read and ordered placed on file.

The Treasurer's report showed;  
Over draft Jan. 1st ..... \$ 1601.09  
Recd. from Trustees ..... 7000.00  
Total amt. available ..... 5398.91  
Disbursements ..... 7208.91  
Overdraft Jan. 31st ..... 1809.92  
Mrs Porter moved and Mrs Wilson seconded that the Treasurer's report be accepted.

Motion Carried.

ACCEPTANCE:

Miss Oddie moved and Mrs Cairns seconded that the following probationary members be accepted as permanent members of the Home

Mrs Bertha Engel Miss Maud Lamberson

Mrs Catherine Born Mrs Margaret Smith

Motion Carried.

DUPPLICATE FILES:

Mrs Porter moved and Mrs Leavitt seconded that duplicate files be made of all documents and that a safe deposit box be rented for their safe keeping.

Motion Carried.

Re-

MRS GRACE MOORE: Mrs Bean moved and Mrs Holder seconded that Mr Flaherty be requested to draw up a letter to Mrs Moore's daughter, Mrs Hugh Brown, advising her of Mrs Moore's mental condition and asking her to write a letter to the Board absolving the Board of the responsibility in Mrs Moore's case.

Motion Carried.

Mr. Hugh Brown and send the letter registered with a return receipt requested, asking for a reply to the letter written her on August 7th, 1942 in regard to the diningroom table she loaned to the Home.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,  
*Jeanne P. Borda*  
Secretary.

1931

O F F I C E R S

President.....Mrs J. W. Leavitt.  
1st Vice President.....Mrs E. W. Wilson.  
2nd Vice President.....Mrs W. E. Wilcox.  
3rd Vice President.....Mrs J. B. Tufts.  
Secretary.....Mrs J. P. Borda.  
Treasurer.....Mrs E. M. Paddock.  
Asst. Sec'y. & Treas.....Mrs R. V. Holder.

Board of Managers.

Mrs Jesse Andrews  
Mrs George Bates  
Mrs Josephine P. Borda  
Mrs Arthur Bailhache  
Mrs W. H. Dick  
Mrs George R. Gay  
Mrs Thomas E. Haven  
Mrs J. D. Hodgen  
Mrs R. V. Holder  
Mrs J. W. Leavitt  
Mrs J. W. Mailliard, Jr.  
Mrs W. H. Matson  
Mrs A. M. McWilliams  
Mrs E. M. Paddock  
Mrs T. M. Palache  
Mrs C. C. Stevenson  
Mrs J. B. Tufts  
Mrs W. G. Walkup  
Mrs John Wicher  
Mrs W. E. Wilcox  
Mrs E. W. Wilson

Board of Trustees

Wm. H. Crocker  
F. C. Peterson  
C. C. Stevenson  
D. J. Murphy  
Fletcher G. Flaherty  
George A. Kennedy  
James C. Irvine  
E. W. Bradley  
Dr. J. C. Perry  
George Stimmel  
Allan Pollok

1931  
COMMITTEES  
OLD PEOPLE'S HOME

|                            |                                  |
|----------------------------|----------------------------------|
| <b>APPLICATION</b>         | <b>KITCHEN &amp; DINING ROOM</b> |
| Chairman: Mrs E.W.Wilson   | Chairman: Mrs W.E.Wilcox         |
| Mrs W.E.Wilcox             | Mrs J.D.Hodgen                   |
| Mrs W.G.Walkup             | Mrs T.E.Haven                    |
| <b>AUDITING</b>            | <b>ROOMS</b>                     |
| Chairman: Mrs A. Bailhache | Chairman: Mrs John Wicher        |
| Mrs J.B.Tufts              | Mrs Geo. Gay                     |
| Mrs Geo. Gay               | Mrs T.E.Palache                  |
|                            | Mrs R.V.Holder                   |

|                          |                           |
|--------------------------|---------------------------|
| <b>BUYING</b>            | <b>VISITING</b>           |
| Chairman: Mrs E.W.Wilson | Chairman: Mrs J.S.Andrews |
| Mrs W.H.Matson           | Mrs Geo. Bates            |
| Mrs Geo. Bates           | Mrs J.W.Maillard          |
| Mrs J.P.Borda            |                           |

|                        |                              |
|------------------------|------------------------------|
| <b>HOSPITAL</b>        | <b>FUNERAL</b>               |
| Chairman: Mrs W.H.Dick | Chairman: Hospital Committee |
| Mrs J.B.Tufts          | and the President            |
| Mrs E.M.Paddock        |                              |
| Mrs A.M.McWilliams     |                              |

#### EXECUTIVE COMMITTEE

Mrs J.W.Leavitt  
 Mrs E.W.Wilson  
 Mrs W.E.Wilcox  
 Mrs J.B.Tufts  
 Mrs J.P.Borda  
 Mrs W.H.Dick  
 Mrs E.M.Paddock

#### BOARD OF TRUSTEES

W.H.Crocker  
 F.C.Peterson  
 D.J.Murphy  
 Fletcher G. Flaherty  
 George A. Kennedy  
 James C. Irvine  
 F.W.Bradley  
 Dr J.C.Perry  
 Allan Pollok

OFFICERS - Board of Managers  
 President-Mrs J.W.Leavitt  
 1st Vice Pres.-Mrs E.W.Wilson  
 2nd Vice Pres.-Mrs W.E.Wilcox  
 3rd Vice Pres.-Mrs J.B.Tufts  
 Treasurer- Mrs E.M.Paddock  
 Secretary-Mrs J.P.Borda  
 Asst. Sec'y. & Treas.-Mrs R.V.Holder

BOARD OF LADY MANAGERS

|                         |                     |
|-------------------------|---------------------|
| Mrs Jesse Andrews.....  | Fill.1651           |
| Mrs Geo. Bates.....     | Fill.0537           |
| Mrs J.P.Borda.....      | Pros.1040           |
| Mrs A. Bailhache.....   | Fill.3471           |
| Mrs W.H.Dick.....       | Palo Alto 8528      |
| Mrs Geo. Gay.....       | Skyl.3951           |
| Mrs T.E.Haven.....      | Kerny.8712          |
| Mrs J.D.Hodgen.....     | Berkly.8673         |
| Mrs R.V.Holder.....     | Fill.0328           |
| Mrs J.W.Leavitt.....    | Everg.6816          |
| Mrs J.W.Maillard jr.    | Fill.2653           |
| Mrs W.H.Matson.....     | Sn. Mto. 704M       |
| Mrs A.M.McWilliams..... | Fill.7908           |
| Mrs E.M.Paddock.....    | Walnt.5935          |
| Mrs T.H.Palache.....    | Grystn.6292 75/9212 |
| Mrs C.C.Stevenson jr... | Exbrk.6114          |
| Mrs J.B.Tufts.....      | Ashbry.4710         |
| Mrs W.G.Walkup....      | Palo Alto 8528      |
| Mrs John Wicher.....    | DEWR13404           |
| Mrs W.E.Wilcox.....     | Ordwy.6065          |
| Mrs E.W.Wilson.....     | Kerny.8600          |

MINUTES  
June 3rd, 1931.

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, June 3rd. Mrs Leavitt, the president, presiding.

In the absence of Mr Denham, who was attending the funeral of Mrs Coburn, the members of the Board paused for a few moments in silent prayer.

ATTENDANCE Those present were Mesdames: Andrews, Wilcox, Gay, Wicher, Wilson, Bates, Haven, Matson, Dick, Paddock, Stevenson and Borda.

MINUTES The Minutes of the previous meeting (May 6th) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                  |            |
|----------------------------------|------------|
| Bal. on Hand April 30th.....     | \$ 4407.37 |
| Disbursements for the Month..... | 7129.35    |
| Bal. on Hand May 31st.....       | 4778.02    |

Mrs Haven moved and Mrs Gay seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

ACCEPTANCES Mrs Haven moved and Mrs Stevenson seconded that Mrs R. E. Dulac, whose probation period would be completed July 14th, be accepted as a member of the Home. Motion Carried.

APPLICATIONS Miss Louise Montepelier of 2770 Lombard Street, age 65 years, came before the Board to apply for membership. She wishes to pay \$ 4500 and \$ 150 the probation fee. Dr. Rumwell recommended she be accepted. Mrs Matson moved and Mrs Andrews seconded that Miss Montepelier be admitted. Motion Carried.

Miss Johanna Healey also applied for membership. age 72 years. Her address is Winton Hotel, O'Farrell Street. She wishes to pay \$ 4000 and \$ 150 probation fee. Dr. Rumwell recommends she be accepted. Mrs Haven moved and Mrs Paddock seconded that Miss Healey be admitted. Motion Carried.

\* OLD BUSINESS The matter of dealing with the Tradespeople was given careful consideration. Mrs Wilson moved and Mrs Haven seconded that "We act in the manner set forth in Article VI Section 3 of the By-Laws." Motion Carried.

Mrs McGee who applied in Dec. 1930 for membership was interviewed by the Admission Committee and after due consideration by the Board it was decided she might be a disturbing element. Mrs Andrews moved and Mrs Wilcox seconded that Mrs McGee be denied admission to the Home. Motion Carried.

Minutes of June 3rd continued.

MISC. Mrs Wilson moved and Mrs Matson seconded that a condensed form of the Rules of the Home be printed. Motion Carried. and placed in the rooms of the members.

Mrs Leavitt appointed her Committees for the ensuing year.

There being no further business to come before the Board, Mrs Faddock moved and Mrs Stevenson seconded that the meeting be adjourned. Motion Carried.

Respectfully Submitted.

(Mrs) Josephine P. Borda  
Secretary

\*: Note - Correction -

Old Business - To read "Article 7 - Section 4.

MINUTES  
July 9th, 1931.

Special Meeting of the Executive Committee

A Special meeting of the Executive Committee of the Old People's Home was held in the Board room on Friday, July 9th, 1931 at 11:30 a.m. Mrs Leavitt, the president of the Board of Lady Managers, presiding.

ATTENDANCE Those present were: Mesdames Leavitt, Wilson, Dick, Paddock, Wilcox and Borda.

OBJECT The object of the meeting was to inspect and pass upon the paint job done by Demarta, Marino & Company on the lower halls, Matron's room etc. After careful examination the work was found to be very poorly done therefore unsatisfactory. It was voted to leave the matter in Mrs Leavitt's hands for readjustment with the Painter. Mrs Leavitt instructed the Secretary to write a letter to Demarta, Marino & Company to advise them of the findings of the Committee.

BIDS for PAINTING

A bid from Mr Weaver was submitted for the painting of the halls on the 2nd, 3rd, and 4th floors for \$ 1100.00. Mrs Wilson moved and Mrs Paddock seconded that the work be given to Mr Weaver. It was recommended that an estimate for further work be gotten from Mr Weaver as former work done by him had been satisfactory.

There being no further business, the meeting was adjourned.

Respectfully Submitted,

(Mrs) Josephine P. Borda.  
Secretary.

MINUTES  
August 5th, 1931

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday August 5th, 1931. Mrs Leavitt, the president, presiding

The meeting was opened by Mr Denham with a prayer.

ATTENDANCE Those present were Mesdames: Leavitt, Wilson, Bates, Gay, Dick, Tufts, Haven, Stevenson, Wicher, Holder and Borda.

MINUTES The Minutes of the previous meeting(June 3rd) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head-Nurse were read and placed on file.

The Treasurer's report showed:

Bal. on hand May 31st.....\$ 4778.02

Disbursements for June..... 6732.22

Bal. on June 30th..... 5545.80

Disbursements for July..... 7022.57

Bal. on hand July 31st..... 3523.23

Mrs Wicher moved and Mrs Gay seconded that the Treasurer's report be accepted and referred to the Auditing Committee. Motion Carried.

ACCEPTANCES Miss Louise Montepelier having completed her probation period, Mrs Tufts moved and Mrs Wicher seconded that she be accepted as a member of the Home. Motion Carried

APPLICATIONS Mrs Kate Willis, 2148 Steiner Street, age 69 years, made application to enter the Home. She wishes to pay \$ 4000 and \$150 probation fee. Mrs Dick moved and Mrs Tufts seconded that Mrs Willis be admitted pending Dr. Rumwell's report of the applicant. Motion Carried.

PAINT WORK Mrs Wicher moved and Mrs Haven seconded that the Paint bill(\$433.00) from Demarta, Marino & Co. for the painting of the lower hall, be paid after deducting \$ 175.00 the amount necessary to pay Mr Weaver to refinish and put in good condition the unsatisfactory work done by Demarta, Marino & Co. Motion Carried.

Mr Weaver submitted his bid for \$ 567.00 for work to be done on the lower back hall, drug room, hospital room, linen room, smoking room and toilets. Mrs Haven moved and Mrs Tufts seconded that this work be given to Mr Weaver. Motion Carried.

Minutes August 5th, continued.

ROOM COMMITTEE Mrs Wicher, chairman Room Committee, recommended that five rooms be renovated each Month instead of four. Mrs Wilson moved and Mrs Dick seconded that this recommendation be put into effect. Motion Carried.

Mrs Wicher moved and Mrs Tufts seconded that as the rooms are renovated, rugs be put down instead of carpets. Motion Carried.

KITCHEN COMMITTEE

The Kitchen Committee recommended that an Electric Peeler and a Mixer be bought for the Home and hereby eliminate one man in the kitchen. Mrs Gay moved and Mrs Holder seconded that this equipment be purchased. Motion Carried.

CORRESPONDENCE

A letter from Mrs K.M. Nickerson 2606 65th Avenue Oakland, a neice of Mrs Coburn, was read in which she asked that one half of the amount left by Mrs Coburn to the Home, be given to her Mother (Mrs Eklund) who is a sister of Mrs Coburn. Mrs Wilson moved and Mrs Gay seconded that this request be denied Mrs Nickerson. Motion Carried.

The Secretary was instructed to write to Mrs Nickerson to this effect and say that the Board felt they must carry out Mrs Coburn's wishes, she having made over the joint bank account to the Home October 10th, 1927, at which time she was in good health.

RESOLUTION

Mrs Dick moved and Mrs Wicher seconded that the Resolution for the Crocker First National Bank, authorizing signatures for the signing of checks for the Home, be adopted. Motion Carried.

MISC.

Mrs Leavitt announced that she had bought a new sewing machine as the one in use was not adequate for the heavy work required of it. Mrs Haven moved and Mrs Dick seconded that this purchase be approved by the Board. Motion Carried.

Mrs Wildeson, a member of the Home, contributed \$ 25.00 to be used by the Buying Committee.

There being no further business to come before the Board the meeting was adjourned.

Respectfully Submitted,

*Josephine P. Borda*  
Secretary.

MINUTES  
September 2nd, 1931

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, September 2nd. Mrs Leavitt, the president, presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE Those present were Mesdames: Andrews, Tufts, Leavitt, Wilson, Wicher, Dick, Hodgen, Wilcox, Haven, Bates, Stevenson, Holder and Borda.

MINUTES The Minutes of the previous meeting (August 5th) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on Hand August 1st.....\$ 3523.23  
Disbursements for the Month..... 8477.71  
Balance on Hand August 31st..... 2524.52  
Mrs Haven moved and Mrs Wilcox seconded that the Treasurer's report be accepted and referred to the Auditing Committee. Motion Carried.

ACCEPTANCES Miss Johanna Healy, whose probation period would be completed Sept. 20th, was accepted as a member of the Home on a motion made by Mrs Tufts and seconded by Mrs Andrews. Motion Carried.

APPLICATIONS Miss Ariana Gordon, 611 Pine Avenue, Pacific Grove, age 83 years, applied for membership. She wishes to pay \$ 4000 and \$ 150 probation fee. Br Rumwell recommended she be accepted. Mrs Stevenson moved and Mrs Tufts seconded that Miss Gordon be admitted. Motion Carried,

CORRESPONDENCE A letter was read from Mrs Charles Rossier( a former member of the Board) in which she enclosed a check for \$ 25.00, her donation or gift for the year 1931. Mrs Wilson moved and Mrs Wicher seconded that this amount be used for the purchase of new books for the Library. Motion Carried.

On a motion made by Mrs Haven and seconded by Mrs Hodgen the Secretary was instructed to write a letter of thanks to Mrs Rossier for her very generous gift and ask her to consider becoming a member of the Board again as soon as there is a vacancy. Motion Carried.

APPOINTMENTS Mrs George Bates was appointed Chairman of a Committee for the purchase of new books for the Library.

MINUTES of Sept. 2nd, continued.

KITCHEN

Mrs Haven moved and Mrs Tufts seconded that a new Gas range be purchased for the Kitchen.

Motion Carried.

In accord with the Pacific Gas and Electric Company a deposit should be paid and the balance to be paid in Monthly installments. No interest is to be charged on these deferred payments.

There being no further business to come before the Board the meeting was adjourned.

Respectfully Submitted,

*Josephine P. Borda*

Secretary.

MINUTES

SPECIAL MEETING

October 20th, 1931.

A Special Meeting of the Board of Lady Managers was held in the Board room at 10:30 a.m. Tuesday, October 20th, 1931. Mrs Leavitt, the president, presiding.

ATTENDANCE Those present were Mesdames: Leavitt, Holder, Gay, Wicher, Andrews, Tufts, Wilcox, Walkup, Dick, Bates, Stevenson, Wilson, Haven, Paddock and Borda.

OBJECT Discussion of the Budget requested by the Board of Trustees.

Mrs Wilson moved and Mrs Paddock seconded that the Budget for the running expenses of the Home for the following two months be submitted for \$ 7200 per month.  
Motion Carried.

There being no further business to come before the Board the meeting was adjourned.

Respectfully Submitted.

*Josephine P. Borda*

Secretary.

MINUTES  
October 7th, 1931.

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, October 7th. Mrs Leavitt, the president, presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE Those present were Mesdames: Leavitt, Stevenson, Dick, Gay, Hodgen, Bailhache, Tufts, Holder, Wilson, Andrews, Wilcox, McWilliams, Bates, Wicher & Borda.

MINUTES The Minutes of the previous meeting (Sept. 2nd) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on hand Sept. 1st.....\$ 2524.52  
Disbursements for the Month..... 5464.70

Balance on hand Sept. 30th..... 1678.23

Mrs Stevenson moved and Mrs Gay seconded that the Treasurer's report be accepted as all accounts had been examined by the Auditing Committee and found correct.

Motion Carried.

ACCEPTANCES Mrs Kate Willis, whose probation period would be completed October 27th, was accepted as a member of the Home on a motion made by Mrs Tufts and seconded by Mrs Holder.

APPLICATIONS Mrs Martha Udell of Gilroy age 72 years, applied for membership. She wishes to pay \$ 4000 and \$ 150 probation fee. Mrs Andrews moved and Mrs Tufts seconded that Mrs Willis be admitted, pending Dr. Rumwell's report. Motion Carried.

Mrs Emma E. Barratt, of 1139 Regent St., Alameda, age 73 years, made application for membership. Mrs Holder moved and Mrs Tufts seconded that Mrs Barratt be admitted pending Dr Rumwell's report. Motion Carried.

The amount of entrance fee to be stated later on selection of her room.

Mr S. Sillifant of #830 Fourth Street, San Rafael, age 62 years applied for membership. He wishes to pay \$ 4000 and \$ 150 probation fee. On account of being under the age requirement he wishes to pay, on entering the Home, \$ 1800, the full amount of board at \$ 50 per month for three years, and stated that he would leave something to the Home at his death. In view of the \$ 1800 which will be drawing interest for three years, it was voted to waive the bonus on

Minutes Oct. 7th (contd.)

APPLICATIONS  
(contd)

his capital of \$ 17,000. Mrs Wilcox moved and Mrs McWilliams seconded that Mr Sillifant be admitted to the Home, pending Dr Rumwell's report  
Motion Carried.

Due to the unusual procedure of the above application the Secretary was instructed to advise the Board of Trustees in writing, of the action taken by this Board.

RESIGNATIONS

Mrs Thomas Palache tendered her resignation as a member of the Board of Lady Managers. Mrs Wicher moved and Mrs McWilliams seconded that Mrs Palache's resignation be accepted with regret and that her name be entered on the list of Honorary members.  
Motion Carried.

Mrs E.M. Paddock tendered her resignation as Treasurer of the Board of Lady Managers. Mrs Stevenson moved and Mrs Holder seconded that Mrs Paddock's resignation be accepted.  
Motion Carried.

HOSPITAL

After careful discussion, Mrs Tufts moved and Mrs Wilcox seconded that the Matron be given full power to organize and supervise the service of the Diet kitchen in the manner best suited for its needs.  
Motion Carried.

Mrs Hodgen moved and Mrs Holder seconded that the Head Nurse submit each day for the following day, the list of food needed for each individual tray, whether the regular food or special diet.  
Motion Carried.

KITCHEN

Regarding the installation of a gas range in the Kitchen, Mrs Leavitt read several Bids for the different makes of ranges. Mrs Hodgen moved and Mrs Tufts seconded that the Buying Committee consult with Mr Pollok before making this purchase.  
Motion Carried.

DINING ROOM

Mrs Wilson moved and Mrs Hodgen seconded that the Buying Committee be authorized to order new dishes.  
Motion Carried.

BUDGET

The Secretary read a letter from the Board of Trustees in which they requested that this Board furnish their Board a report of a Budget of the expenses of the Home for each quarterly meeting of the Board of Trustees. Mrs Tufts moved and Mrs Wallcup seconded that the Secretary write a letter to the Trustees asking them for a joint meeting of the two Boards in order to obtain more explicit information regarding this request.  
Motion Carried.

Minutes Oct. 7th (contd.)

ROOMS

Mrs Wilson moved and Mrs Gay seconded that after investigation, if it was found practical Running water be installed in the rooms of those members who wish to pay for this convenience. The estimated cost being \$ 100.00.

Motion Carried.

CORRESPONDENCE

The Secretary was instructed to write a letter of thanks to Mr and Mrs Stevenson for their generous donation of books to the Library.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

*Josephine P. Borda*

Secretary.

MINUTES  
November 4th, 1931

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. on Wednesday, November 4th, 1931. Mrs Leavitt, the president, in the chair..

Mr Denham opened the meeting with prayer.

ATTENDANCE Those present were Mesdames: Leavitt, Hodgen, Gay, Dick, Holder, Walkup, Stevenson, Wilcox, Wicher, Wilson, and Borda.

MINUTES The Minutes of the previous meeting(Oct. 7th) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head-Nurse were read and placed on file.

The Treasurer's report showed:

Balance on Hand October 1st.....\$ 1678.23

Disbursements for the Month..... 8356.06

Balance on Hand October 31st..... 822.17

Mrs Wicher moved and Mrs Gay seconded that the Treasurer's report be accepted and referred to the Auditing Committee. Motion Carried.

ACCEPTANCES Miss Anne Gordon who had completed her probation period was accepted as a member of the Home on a motion made by Mrs Stevenson and seconded by Mrs Wilson. Motion Carried.

APPLICATIONS Mrs L.C.Roberts, age 72 years of Hotel Washington, S.F. applied for membership. She wishes to pay \$ 4000 and \$ 150 probation fee. Mrs Stevenson moved and Mrs Wilson seconded that Mrs Roberts be admitted. Motion Carried.

Mrs Emma Katherine Halsted age 69 years, of 835 Guinda Street, Palo Alto, applied for entrance to the Home. She wishes to pay \$ 5000 and \$ 150 probation fee. Mrs Hodgen moved and Mrs Walkup seconded that Mrs Halsted be admitted. Motion Carried.

Mrs Wilson, chairman of the Admission Committee, reported that she had interviewed a Mrs Stein of Palo Alto, who wished to make application for her Uncle, age 91 years. As this applicant was not present for the customary interview by the Board, Mrs Wicher moved and Mrs Dick seconded that the Admission Committee be given authority to act on this applicant. Motion Carried.

IMPROVEMENTS Bath room facilities on the 3rd floor were found to be inadequate. Mrs Wicher moved and Mrs Gay seconded that the store room on the 3rd floor be converted into a bath room. Motion Carried. The cost of this change was estimated at \$ 55.00.

Minutes Nov. 4th, contd.

ENGINEER

On the recommendation of the Superintendent and Matron, it was deemed advisable to dispense with the services of Mr Charles Hall(Engineer). Mrs Holder moved and Mrs Borda seconded that Mr Hall be discharged.  
Motion Carried.

Mrs Wilson moved and Mrs Holder seconded that Mr Hall be given two month's salary and a bonus of \$ 20.00 and that he be notified to leave not later than noon on Saturday, November 7th, 1931.  
Motion Carried.

The Secretary was instructed to notify the Supt. in writing of the action taken by the Board in this matter.

CORRESPONDENCE

A letter was read drom Mr Pollok giving the cost of equipment and installation of the Gas system which amounted to \$ 1260.00. Contracts were let to  
The Pacific Gas and Electric Company  
The California Boiler Works  
Mangrum, Holbrook Company  
for the different units of equipment.

Mrs Leavitt read an outline for Publicity purposes to be sent to the Press.

There being no further business to come before the Board the meeting was adjourned.

Respectfully Submitted,

*Josephine P. Borda*.

Secretary.

MINUTES  
December 2nd, 1932.

The regular meeting of the Board of Lady Managers of the Old People's Home, was held in the Board rooms at 10:30 a.m. on Wednesday, December 2nd, 1932. Mrs Leavitt, the president, in the chair.

Mr Denham opened the meeting with Prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Bates, Holder, Wilcox, Bailhache, Tufts, Gay, Stevenson, Dick, Wilson, Andrews, Wicher, Paddock and Borda.

MINUTES

The Minutes of the previous meeting (Nov. 4th) were read and approved.

REPORTS

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on Hand Nov. 1st.....\$ 822.17  
Disbursements for the Month..... 7187.63  
Balance on Hand Nov. 30th..... 1134.54  
Mrs Dick moved and Mrs Wilcox seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES

On a motion made by Mrs Paddock and seconded by Mrs Tufts, Mr S.H.Sillifant was accepted as a member of the Home. His Contract to be signed on December 9th, the date of the completion of his probation period.

Motion Carried.

The acceptance of Mrs M.J.Udell was postponed until the next meeting of the Board. Mrs Wilson moved and Mrs Wilcox seconded that Mrs Udell be notified to deposit her bank book immediately with the Superintendent.

Motion Carried.

APPLICATIONS

NONE

KITCHEN

Mrs Wilcox moved and Mrs Tufts seconded that a sink be installed in the pantry. The cost of which to be \$ 50.00.

Motion Carried.

ROOMS

Mrs Andrews moved and Mrs Bailhache seconded that we comply with Mrs Robert's request to change her room.

Motion Carried.

CHRISTMAS BONUS

Mrs Tufts moved and Mrs Holder seconded that the Treasurer pay the customary Christmas Bonus to the Employees.

Motion Carried.

It was decided to furnish boxes of assorted cookies for the Christmas Tree instead of candy.

Minutes of December 2nd, contd.

DONATIONS

Mrs Mary Smith transferred her Bank Account to a joint Account with the Home.

Mrs N.P.Wildasinn made a second gift to the Home of \$ 25:00. Mrs Wilson moved and Mrs Gay seconded that letters of appreciation be written to these ladies. Motion Carried.

SALARIES

Mrs Bailhache moved and Mrs Gay seconded that Paul (the dining room boy) be given a \$ 10:00 raise in salary in appreciation of his five years of faithful service.

Motion Carried.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully Submitted,

*Jones* Mrs P. Border

Secretary.

MINUTES  
SPECIAL MEETING  
Dec. 4th, 1932 |

A Special meeting of the Executive Committee was held in the Board room of the Old People's Home at 11:30 a.m. on December 4th, 1931. Mrs Leavitt presiding.

ATTENDANCE Those present were Mesdames: Leavitt, Wilson, Dick and Borda.

OBJECT The discussion of three pieces of property adjoining that of the Home which Mrs Leavitt found advertised for sale. The location of said property; N.W. cor. of Bush and Pierce Streets. The prices being \$ 25,000, \$6500, and \$ 5625 respectively.

Mrs Leavitt phoned to Mr Stevenson and MR Peterson and made an appointment with Mr Peterson for this same afternoon at 2:30 to put the matter before them.

There being no further business, the meeting was adjourned.

Respectfully Submitted

*Josephine P. Borda*

Secretary.

MINUTES  
January 6th, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 A.M., January 6th. Mrs Leavitt, the president, in the chair.

Mr Denham opened the meeting with prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Bates, Dick, Andrews, Wilcox, Tufts, Gay, Bailhache, Haven, Stevenson, Holder, Walkup, Wilson, Wicher, Hodgen, McWilliams and Borda.

MINUTES

The Minutes of the previous meeting were read and approved. (December 2nd, 1931).

REPORTS

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                   |            |
|-----------------------------------|------------|
| Balance on hand December 1st..... | \$ 1134.54 |
| Disbursements for the Month.....  | 7238.92    |
| Balance on hand January 31st..... | 895.62     |

Mrs Andrews moved and Mrs Gay seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES

Mrs Emma K. Halsted having completed her probation period was accepted as a member of the Home on a motion made by Mrs Wicher and seconded by Mrs Walkup.  
Motion Carried.

Mrs Emma G. Barrett having completed her probation period was accepted as a member of the Home on a motion made by Mrs Tufts and seconded by Mrs Bailhache.  
Motion Carried.

APPLICATIONS

Mr John Alexander age 65 years (Feb'y. 4th) of #351 Turk Street, applied for membership, he wishes to pay \$ 4000 and \$ 150 probation fee. Mrs Andrews moved and Mrs Bates seconded that Mr Alexander be accepted.  
Motion Carried.

Mrs Lucy C. Ragland age 70 of # 535 Steiner Street, applied for membership, she wishes to pay \$ 4250 and \$ 150 probation fee. Mrs Wilson moved and Mrs Holder seconded that Mrs Ragland be admitted.  
Motion Carried.

APPLICANTS

Mrs Roberts, at the expiration of her probation period, decided not to remain in the Home as she had a collection of antiques in the Southern part of the State which she felt she must look after. Mrs Wilson moved and Mrs Holder seconded that the Treasurer refund the amount of the entrance fee to Mrs Roberts.  
Motion Carried.

Minutes January 6th( cont'd.)

ROOMS

Mrs Wicher, chairman of the Room Committee, reported that all the rooms that had been cleaned and renovated in 1926 had been feshly done over, according to the rules and regulations, that state that rooms should be renovated every five years.

IMPROVEMENTS

The question of equipping the doors of the Home with weather stripping was discussed. The estimated cost \$ 39.04. Mrs Andrews moved and Mrs Bailhache seconded we leave the doors in their present condition, without the weather stripping.

Motion Carried.

BUDGET

Mrs Leavitt submitted the estimate of our Budget for the following three months. Mrs Tufts moved and Mrs McWilliams seconded that this estimate be accepted.

Motion Carried.

CORRESPONDENCE

The Secretary was instructed to write the following letters:

To the Elite Produce Company, 406-8 Front Street to thank them for the Christmas Tree they presented to the Home.

To Mr C.E.Sutliffe expressing sympathy in his recent illness and appreciation of his work during the past year.

To Mrs Matson sending her Greetings and Best Wishes from the Board for the New Year.

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda.*

Secretary.

\*Note: Correction

Rooms: Strike Out "according to the rules and regulations, that state that rooms should be done renovated every five years."

MINUTES  
February 3rd, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. on Wednesday, February 3rd. Mrs Leavitt, the president, presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE Those present were Mesdames: Leavitt, Hodgen, Gay, Wilson, Wilcox, Wicher, Andrews, Bailhache, Tufts, Paddock, Walkup, Stevenson, Dick, Holder & Borda.

MINUTES The Minutes of the previous meeting (Jan'y. 6th) were read and approved.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                   |           |
|-----------------------------------|-----------|
| Balance on hand January 1st.....  | \$ 895.62 |
| Disbursements for the Month.....  | 7662.88   |
| Balance on hand January 31st..... | 432.74    |

Mrs Wilson moved and Mrs Andrews seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES NONE

APPLICATIONS Miss Bertha Kyburg, age 70 years of 1659 Divisadero Street, applied for membership. She wishes to pay \$ 4000 and \$ 150 probation Fee. Mrs Andrews moved and Mrs Paddock seconded that Miss Kyburg be admitted pending the approval of the Doctor.

Motion Carried.

Mrs Amy E. Gilbert age 67 years of # 227 Elm Street San Mateo, applied for entrance to the Home. On a motion made by Mrs Wilson and seconded by Mrs Hodgen, Mrs Gilbert's application was rejected on account of her physical condition.

Motion Carried.

HOSPITAL The matter of utilizing the present hospital room for an applicant who might desire a room with bath, and taking another room for hospital purposes was discussed. Mrs Hodgen moved and Mrs Holder seconded that the investigation of the advisability of this change be placed in the hands of the Room Committee to act with the Hospital Committee.

Motion Carried.

Minutes Feb'y. 3rd cont'd.

BUDGET

A letter from Mr R.C.Burling, Secretary of the Board of Trustees, was read, in which he asked that a committee be appointed from the Board of Lady Managers to meet with a committee from the Board of Trustees and a date set upon for said meeting to discuss the Budget and any other business that might be presented. Mrs Hodgen moved and Mrs Wicher seconded that the officers of the Board act as a Committee: Mesdames Leavitt, Wilcox, Wilson, Tufts Holder and Borda. The place, Conference room of the Crocker First National Bank, February 11th at 4 o'clock P.M.

Motion Carried.

LIBRARY

Mrs Hodgen moved and Mrs Tufts seconded that a suitable catalogue for the Library be purchased.  
Motion Carried.

Mrs Wicher moved and Mrs Bailhache seconded that the Buying Committee be authorized to purchase books for the Library at 10 cents a copy, the amount not to exceed five dollars.

Motion Carried.

MISCELLAEOUS

An invitation was extended to the members of the Board to attend a Valentine party at the Home on February 12th at 7:30 o'clock P.M..

There being no further business to come before the the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda*

Secretary.

SPECIAL MEETING  
with a Committee from the Board of Trustees.

A special meeting was held on February 11th, 1932 in the Conference room of the Crocker First National Bank at 4 o'clock P.M.

OBJECT

Discussion of the Budget and the advisability of buying available property adjoining that of the Home, located at the corner of Bush and Pine Strs.

ATTENDANCE

Those present were Mesdames: Leavitt, Wilson, Tufts, Holder and Borda. Messers: Stevenson, Peterson, Burling, Kennedy, Flaherty and Murphy. Kennedy.

ELECTION OF CHAIRMAN

On a motion made by Mr Stevenson and duly seconded Mr Peterson was elected Chairman of the meeting.

BUSINESS

After due consideration it was deemed impossible to purchase aforesaid property, owing to lack of funds for such purposes. All funds pertaining to the Home being held in Trust.

Mr. Peterson, Mr. Kennedy and Mr. Murphy constituting the Building Committee, were authorized to attend to the razing of the building on the Rixford property as it is a fire hazard.

\* purpose.

The Budget was discussed and it was decided that any gifts of funds made to the home for a specific \* must be deposited in the general fund, but can be drawn on, over and above the regular amount of the Budget allowance of \$ 7200.00 The following gentlemen are on the Budget Committee: Mr Flaherty, Mr. Pollok, and Mr. Stevenson.

Mr. Murphy presented a tentative plan or drawing for a new Home building. The work of this drawing entailed no expense to our organization. The cost of said building would be in the neighborhood of between \$ 360,000 and \$ 400,000 which of course could not be considered at this time on account of lack of funds.

Mr. Kennedy moved and it was duly seconded that the Secretary of the Board of Trustees send to the Board of Lady Managers a copy of the Minutes of each meeting held by the Board of Trustees Motion Carried

There being no further business the meeting was adjourned.

Respectfully submitted,  
*Josephine P. Borda*  
Secretary.

MINUTES  
March 2nd, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, March 2nd. Mrs Leavitt, the president, presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Wilson, Wicher, Wilcox, Bates, Andrews, Walkup, Bailhache, Dick, Stevenson, Holder, Tufts and Borda.

MINUTES

The Minutes of the previous meeting (February 3rd) were read and approved.

REPORTS

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on Hand March 1st..... \$ 432.74  
Disbursements for the Month..... 7297.48

Balance on Hand March 31st..... 335.26

Mrs Wicher moved and Mrs Walkup seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES

Mrs Lucy C. Ragland, having completed her probation period, was accepted as a member of the Home on a motion made by Mrs Tufts and seconded by Mrs Walkup.

Motion Carried.

Mr J.B. Alexander was accepted as a member of the Home on a motion made by Mrs Wicher and seconded by Mrs Wilson.

Motion Carried.

APPLICATIONS

Mr Rudolph Ofner of 906 East Street, Sacramento, age 67 years applied for membership. He wishes to pay \$ 4000 and \$ 150 probation fee. Mrs Andrews moved and Mrs Holder seconded that Mr Ofner be admitted.

Motion Carried.

HOSPITAL COMM.

Mrs Dick, chairman, reported that Dr Rumwell recommended the purchase of an Intervenous apparatus. also that a wire screen be put in the window of Mr Brandon's room.

A letter was read from the Board of Health, stating the rules and regulations governing the conducting of Hospitals and Sanitoriums.

Minutes of March 2nd contd.

BUYING COMMITTEE

Mrs Wilson, chairman, reported that she had consulted with the Librarian of the Home and had left in his hands the selection of twenty new books to be purchased at ten cents per copy.

ROOM COMMITTEE

Mrs Wicher, chairman, reported that Mrs Podgson Office Secretary, had to use the general lavatories. It was moved by Mrs Wicher and seconded by Mrs Wilcox that a room with adequate plumbing facilities be arranged for Mrs Podgson where ever it would entail the least expense.

Motion Carried.

MISCELLANEOUS

At the request of a number of members of the Home for permission to conduct a Choir practice for Chapel Services, Mrs Wilson moved and Mrs Bailhache seconded that a Choral Society be organized, the time for practice to be designated by Mr Denham.

Motion Carried.

NOMINATING COMM.

The following ladies were appointed to act on the Nominating Committee, Mesdames: Tufts, Bailhache and Andrews.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Bordar*

Secretary.

MINUTES  
April 6th, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, April 6th. Mrs Leavitt, the president, presiding.

Mr. Denham opened the meeting with prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Hodgen, Wilson, Gay, Wicher, Bates, Andrews, Bailhache, Walkup, Tufts, Dick, Holder and Borda.

MINUTES

The Minutes of the previous meeting (March 2nd) were read and, after a correction, were approved.

REPORTS

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                  |           |
|----------------------------------|-----------|
| Balance on hand March 1st.....   | \$ 335.26 |
| Disbursements for the Month..... | 7213.83   |
| Balance on hand March 31st.....  | 321.43    |

Mrs Andrews moved and Mrs Bailhache seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES

NONE.

APPLICATIONS

Miss Sorine Peterson, age 71 years, of # 2292 Bush Street, applied for membership. She wishes to pay \$ 4250 and \$ 150 probation fee. On a motion made by Mrs Bailhache and seconded by Mrs Holder Miss Peterson was admitted pending Dr Rumwell's report.

Motion Carried.

BUDGET

Mrs Leavitt submitted the figures for the Budget for the Months of April, May, and June. Mrs Andrews moved and Mrs Tufts seconded that these figures be accepted and that the Secretary be instructed to forward a copy to Mr R. C. Burling, Secretary of the Board of Trustees.

Motion Carried.

CORRESPONDENCE

A letter was read from Mr Henry A. Beals, # 513 Clayton Street. presenting a bid of \$ 50.00 for the restoration of the paintings in the Home. Mrs Tufts moved and Mrs Wicher seconded that this matter be laid on the table.

Motion Carried.

A letter was read from Mrs Ida Frankel entering a complaint against Miss Bain, the Matron, who she states refused to allow her the use of a certain chiffonier. Mrs Wicher, chairman of the room committee, recommended that the moving or

Minutes April 6th contd.

CORRESPONDENCE

placing of pieces of furniture be left to the decision of Miss Bain. Mrs Tufts moved and Mrs Bailhache seconded that this recommendation be accepted.

Motion Carried.

The Secretary was instructed to advise Mrs Frankel that the Board would stand by the decision of the Matron regarding her request and also state that all complaints should be submitted to the Superintendent.

FUNDS

Mrs Wilson moved and Mrs Bailhache seconded that a request be made to the Board of Trustees for information regarding any funds ( aside from those paid in for membership fees) that might be available for aid of applicants who lack a small sum to complete their entrance fee.

Motion Carried.

The Secretary was instructed to write to Mr Burling for this information.

RESIGNATIONS

A letter was read from Mrs E.M.Paddock tendering her resignation from the Board. Mrs Andrews moved and Mrs Gay seconded that Mrs Paddock's resignation be accepted with regret.

Motion Carried.

Mrs Amelia McWilliams tendered he resignation. Mrs Tufts moved and Mrs Hodgen seconded that Mrs McWilliams' resignation be accepted with regret and recommended that her name be considered for the Honorary list, to be voted upon at the Annual meeting in May.

Motion Carried.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda*

Secretary.

MINUTES  
May 2nd, 1932

The regular meeting of the Board of Lady Managers of  
The Old People's Home was held in the Board room at 10:30 A.M.  
Wednesday, May 2nd. Mrs Leavitt, the president, presiding.

Mr. Denham opened the meeting with prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Walkup, Tufts,  
Bailhache, Gay, Dick, Hodgen, Wilson, Holder,  
Andrews, Whicher and Borda. Mrs Mailliard was  
present for luncheon.

MINUTES

The Minutes of the previous meeting(April 6th) were  
read and approved.

REPORTS

The reports of the Superintendent, Matron and Head  
Nurse were read and approved and placed on file.

The Treasurer's report showed:

Balance on Hand April 1st..... \$ 321.43  
Disbursements for the Month..... 7361.13  
Balance on Hand April 30th..... 160.30

Mrs Whicher moved and Mrs Wilson seconded that the  
Treasurer's report be accepted as all accounts had  
been audited.

Motion Carried.

ACCEPTANCES

Mr. Rudolph Ofner having completed his probation was  
accepted as a member of the Home on a motion made by  
Mrs Tufts and seconded by Mrs Bailhache.

Motion Carried.

APPLICATIONS

NONE

NOMINATING COMMITTEE

The Nominating Committee submitted the following  
names of ladies to fill vacancies on the Board for  
the ensuing year to be voted upon at the annual  
meeting, May 18th.

|                      |        |                 |
|----------------------|--------|-----------------|
| Mrs Gilbert Barrett  | # 2741 | Lake Street.    |
| Mrs George L. Bean   | # 20   | 25th Avenue     |
| Mrs Robert McClellan | # 2101 | Van Ness Avenue |
| Miss Sarah Oddie     | # 136  | Locust Street   |
| Miss Anna Willits    | # 80   | Scenic Way      |

Mrs Hodgen moved and Mrs Gay seconded that the above  
mentioned names be approved by the Board.

Motion Carried.

KITCHEN & DINING ROOM COMMITTEE

Mrs Hodgen acting chairman of the Kitchen and Dining-  
room Committee submitted an estimate from the Firm of  
Halliday and Company of \$ 245.00 for repairs needed  
in the Laundry. Mrs Wilson moved and Mrs Tufts  
seconded that this work be left in the hands of Mrs  
Hodgen.

Motion Carried.

Minutes May 2nd contd.

ROOMS

Mrs Wilson moved and Mrs Bailhache seconded that plumbing be installed in the room left vacant by the death of Miss Martin and an increased price be charged for same.

Motion Carried.

HEATING

The Engineer reported that the wasting steam condensation might be utilized for re-heating purposes. This would entail an expenditure of about \$ 1200.00. Mrs Hodgen moved and Mrs Holder seconded that the Board authorize Mrs Leavitt to present this recommendation to the Trustees.

Motion Carried.

LICENCE

The City of San Francisco refused to renew the licence due to the frame construction of the building. Mr Campbell interviewed Mrs Leavitt regarding the raising of funds for a new building and gave references, Dean Gresham of Grace Cathedral and the San Francisco Chamber of Commerce. Mrs Wilson moved and Mrs Tufts seconded that Mrs Leavitt present this matter to the Trustees prior to the Annual meeting, May 18th.

Motion Carried.

CORRESPONDENCE

In answer to the Secretary's letter of April 25th to Mr Burling, asking for information regarding available funds for those applicants who require a small sum to complete their entrance fee, he states that there is no record of funds for such purposes.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda*

Secretary.

1932

ANNUAL REPORT  
of  
Secretary.

The years roll by rapidly and it is again time for the Annual Report of the Secretary of the Board of Lady Managers of the Old People's Home.

The Board has held eleven(11) regular meetings, three(3) meetings of the Executive Committee and One(1) special meeting of the Executive Committee with a Committee from the Board of Trustees. A complete account of the above mentioned meetings has been recorded in the Minutes kept by the Secretary.

We feel very grateful to our Trustees for their splendid co-operation, being business men their time is valuable yet they have always stood ready when the needs of the Home required their services.

Under the very efficient guidance of our president, Mrs John W. Leavitt, the Home has had a most satisfactory year and I am sure I voice the sentiment of each member of the Board when I say it has been a great pleasure and a privilege to have been associated with Mrs Leavitt in this work.

We are especially fortunate in our present Office Staff. Mr. Denham is ever watchful of the management of the Home and always kindly disposed to help our members with any problems they bring before him. Miss Bain, the Matron, is untiring in her efforts for the comfort and happiness of everyone and she keeps the Home in excellent order. Mrs Pogson, the Office Secretary#, we find very capable and a great favorite with the old people. Mrs Wilson, the Head Nurse, is beloved by all. A word of appreciation is extended to Dr. Rumwell for his faithful attention to those who require medical care. The spirit of the Home is that of peace and contentment. One feels the atmosphere of harmony immediately, on entering the building.

During the past year Fourteen(14) applications have been considered. Twelve(12) applicants have been admitted. The capacity of the Home is One Hundred and ninety(190) and we have at present One Hundred and Sixty eight(168) with us, having lost twenty-four(24) by death during the year.

Numerous improvements have been made throughout the building. Thanks are due the Trustees for the new gas heating system. The dining room the large tables have been substituted for small ones seating two, three and four persons, with new drapes at the windows, colorful dishes and table linen the room is most attractive. New drapes in the Library and Board room along with the re-upholstered chairs have greatly improved this part of the building. On the different floors the sun rooms have been made very homey and comfortable. Several rooms have been equipped with plumbing facilities at the expense of the occupant.

Annual Report continued.

A number of very delightful entertainments have been given by interested friends on the following dates: May 25th, July 24th, Sept. 18th, October 29th, November 17th and 25th, December 22nd and 23rd, January 22nd, February 12th, March 11th and 18th and April 1st and 15th. Music, Tableaus, dancing and Readings have been enjoyed by all. Many of our members take an active part in these programs. The members of the Board of Lady Managers have attended these entertainments. A card party or a dance is held once a week and our radio and community singing also provide pleasant evenings. The Christmas Tree entertainment was the most elaborate in recent years.

The Home Library was given careful thought, an inventory taken of the books and catalogued and some new books were added.

I congratulate you, ladies and gentlemen, on the success of the year. For myself, service with you has ever been a pleasure.

Respectfully submitted,

*Josephine P. Borda*

Secretary.

ANNUAL MEETING  
May 18th, 1932.

The Annual Meeting of the Board of Lady Managers of the Old People's Home was held in the Board room on Wednesday May 18th, at 4:00 o'clock P. M. Mrs Leavitt, the president, in the Chair.

ATTENDANCE

Those present were Mesdames: Leavitt, Gay, Hodgen, Mailliard Jr., Andrews, Willits, Walkup, Dick, Tufts, Wilcox, Wilson, Bates, and Borda.

BUSINESS

The Nominating Committee presented the Regular Ticket for the election of Officers for the ensuing year.

|                           |                    |
|---------------------------|--------------------|
| President.....            | Mrs. J. W. Leavitt |
| 1st Vice.....             | Mrs. E. W. Wilson  |
| 2nd Vice.....             | Mrs. J. E. Whicher |
| 3rd Vice.....             | Mrs. W. E. Wilcox  |
| Treasurer.....            | Mrs. R. V. Holder  |
| Secretary.....            | Mrs. J. P. Borda   |
| Asst. Treas. & Sec'y..... | Mrs. E. D. Walkup  |

There being no further nominations it was moved and seconded that the nominations be closed. Mrs Hodgen moved and Mrs Tufts seconded that the Secretary cast the Ballot# Motion Carried.

The above mentioned Officers were hereby duly elected.

Mrs Walkup moved and Mrs Andrews seconded that additional receipts or bills for annual dues to the Organization of the Old People's Home be sent to each member to read "To May 1933".

Motion Carried.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Josaphine P. Borda*

Secretary.

1932-1933

OFFICERS  
Board of Lady Managers

|                           |      |               |
|---------------------------|------|---------------|
| President.....            | Mrs. | J. W. Leavitt |
| 1st Vice.....             | Mrs. | E. W. Wilson  |
| 2nd Vice.....             | Mrs. | J. E. Whiher  |
| 3rd Vice.....             | Mrs. | W. E. Wilcox  |
| Treasurer.....            | Mrs. | R. V. Holder  |
| Secretary.....            | Mrs. | J. P. Borda   |
| Asst. Treas. & Sec'y..... | Mrs. | E. D. Walkup  |

BOARD OF LADY MANAGERS

|      |                     |
|------|---------------------|
| Mrs. | Jesse Andrews       |
| Mrs. | Arthur Bailhache    |
| Mrs. | Gilbert Barrett     |
| Mrs. | George Bates        |
| Mrs. | George L. Bean      |
| Mrs. | Josephine P. Borda  |
| Mrs. | Wm. J. Dick         |
| Mrs. | George R. Gay       |
| Mrs. | W. D. Hodgen        |
| Mrs. | R. V. Holder        |
| Mrs. | J. W. Leavitt       |
| Mrs. | J. W. Mailliard jr. |
| Mrs. | W. H. Matson        |
| Mrs. | Robert McClellan    |
| Miss | Sarah Oddie         |
| Mrs. | J. B. Tufts         |
| Mrs. | E. D. Walkup        |
| Mrs. | J. E. Whicher       |
| Mrs. | W. E. Wilcox        |
| Miss | Anna Willits        |
| Mrs. | E. W. Wilson        |

BOARD OF TRUSTEES

|                      |
|----------------------|
| Wm. H. Crocker       |
| F. C. Peterson       |
| C. C. Stevenson jr.  |
| D. J. Murphy         |
| Fletcher G. Flaherty |
| George A. Kennedy    |
| James C. Irvine      |
| F. W. Bradley        |
| Dr. J. C. Perry      |
| George Stimmel       |
| Allan Pollok         |

MINUTES  
June 1st, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a.m. Wednesday, June 1st. Mrs Leavitt, the president, presiding.

Mr. Denham opened the meeting with Prayer.

ATTENDANCE

Those present were Mesdames: Leavitt, Bean, Tufts, Walkup, Wilson, Wilcox, Bailhache, McClellan, Barrett, Dick, Gay, Andrews, Wicher, Bates, Willits, Oddie, Holder and Borda.

MINUTES

The Minutes of the previous meeting (May 2nd) were read and approved.

REPORTS

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                  |           |
|----------------------------------|-----------|
| Balance on hand May 1st.....     | \$ 160.30 |
| Disbursements for the Month..... | 6797.48   |
| Balance on hand May 31st.....    | 562.82    |

Mrs Andrews moved and Mrs Bailhache seconded that the Treasurer's report be accepted.

Motion Carried.

ACCEPTANCES

Miss Sorine Peterson having completed her probation was accepted as a member of the Home on a motion made by Mrs Wilson and seconded by Mrs Gay. Motion Carried.

APPLICATIONS

NONE.

RESIGNATIONS

Mrs Thomas E. Haven tendered her resignation from the Board and the Organization. Mrs Holder moved and Mrs Tufts seconded that Mrs Haven's resignation be accepted with regret.

Motion Carried.

HONORARY MEMBERS

The following names were submitted for the Honorary List.

Mrs Thomas H. Palache  
Mrs Archer C. Griffith  
Mrs Amelia McWilliams

Mrs Thomas E. Haven

Mrs Andrews moved and Mrs Wilson seconded that the above names be placed on the Honorary List.

Motion Carried.

SUBSCRIBING MEMBERS

The names of Mrs Charles C. Cole and Mrs Frank H. Foote were submitted as members of the Subscribing List to the Organization. Mrs Andrews moved and Mrs Wilcox seconded that these ladies be accepted. Motion Carried.

Minutes June 1st. Contd.

CHANGE OF NAME    Mrs Walkup moved and Mrs Tufts seconded that the Name "Old People's Home" be changed to "Pineholm".

Motion Carried.

COMMITTEES    Mrs Leavitt appointed the Chairman of the following Committees:

|                           |                   |
|---------------------------|-------------------|
| Room Comm.....            | Mrs Wicher        |
| Admission Comm.....       | Mrs Wilson        |
| Auditing Comm.....        | Mrs Mailliard Jr. |
| Kitchen & Dining room.... | Mrs Bailhache     |
| Hospital.....             | Mrs Wilson        |
| Visiting Comm.....        | Mrs Andrews       |
| Buying.....               | Mrs Borda         |

VACATIONS    Mrs Wilson moved and Mrs Bailhache seconded that Miss Bain, the Matron, be granted her request for two weeks' vacation commencing June 8th.

Motion Carried.

BUDGET    Mrs Leavitt submitted the figures for the Budget for July, August and September. Mrs Wilson moved and Mrs Bailhache seconded that these figures be accepted.

Motion Carried.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda.*

Secretary.

MINUTES  
Special Meeting  
July 25th, 1932

A special meeting of the Board of Lady Managers of the Old People's Home was held in the Board room on Monday, July 25th at 10:30 a.m. Mrs Leavitt, the president, in the Chair.

ATTENDANCE Those present were Mesdames: Leavitt, Barrett, McClellan, Wicher, Willits, Bates, Holder, Wilson, Bailhache, Andrews, Wilcox, and Borda.

OBJECT To discuss further a new name for the Home.

BUSINESS Mrs Bailhache moved and Mrs Wilson seconded that for a business necessity the name of "The Old People's Home" be changed and that the President, Mrs Leavitt, be authorized to submit the following names to the Trustees and request their vote on the same.

1st Choice.....Crocker Place  
2nd Choice.....Court Haven  
3rd Choice.....2507 Pine  
Motion Carried

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda.*

Secretary.

MINUTES  
August 3rd, 1932

The regular meeting of the Board of Lady Managers of the Old People's Home was held in the Board room at 10:30 a. m. on Wednesday, August 3rd. Mrs Leavitt, the president, in the chair.

Mr. Denham being away on his vacation, the Members of the Board paused a moment in silent prayer before taking up the duties of the day.

ATTENDANCE: Those present were Mesdames: Leavitt, Bailhache, Holder, Willits, Gay, Walkup, Tick, Barrett, McClelian, Andrews, Wilcox, Wilson, Bean, Hodgen, and Borda.

DEATH: Mrs W. H. Matson, a very valued member of our Board was called by death during the Month of July last. Mrs Leavitt asked the the Board observe a few minutes of silence in respect to her memory.

MINUTES: The Minutes of the previous regular meeting, June 1st and those of the special meeting July 25th were read and approved.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:  
Balance on hand June 1st.....\$ 562.82  
Disbursements for the Month..... 7279.97  
Balance on hand June 30th..... 482.35  
Disbursements for July..... 6953.88  
Balance on hand July 31st..... 1528.47  
Mrs Andrews moved and Mrs Bailhache seconded that the Treasurer's report be accepted and referred to the Auditing Committee.  
Motion Carried.

ACCEPTANCES: Miss Margaret Foran whose probation period expired August 7th was accepted as a member of the Home on a motion made by Mrs Dick and seconded by Mrs Gay.  
Motion Carried.

Miss Ester Blossom will complete her probation August 27th. Mrs Dick moved and Mrs Gay seconded that Miss Blossom be accepted as a member of the Home subject to her own decision on August 27th.  
Motion Carried.

APPLICATIONS: Miss Billows came before the Board to apply for membership. She had not signed her application as she will not be sixty five years of age until March 1933. Mrs Wilcox moved and Mrs McClellan seconded that Miss Billows be accepted subject to Dr. Rumwell's report and that she pay \$50.00 per month board up to March 1933 plus the entrance and probation fees.  
Motion Carried.

Minutes August 3rd Cont'd.

APPLICATIONS:

Mrs Margaret O'Connor of 118 East Angela Street Pleasanton, wrote asking for entrance to the Home, stating that for business reasons she would like to be sure of her acceptance as a member of the Home at the end of the first Month's probation. Mrs Wilson moved and Mrs Andrews seconded that Mrs O'Connor be accepted and that the above request be complied with.

Motion Carried.

NAME OF HOME:

Mrs Leavitt asked for an individual vote on the name " Court Haven " as the new name for the Home. The vote was unanimous in favor of "Court Haven ".

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Josephine P. Borda.*

Secretary.

MINUTES.  
September 7th. 1932.

The regular meeting of the Board of Lady Managers of the Old Peoples Home was held in the Board Room at 10:30 a.m. on Wednesday September 7th. Mrs Leavitt, the president in the chair.

Mr Denham opened the meeting with Prayer.

ATTENDANCE : Those present were Mesdames:Leavitt, Wilcox, Bates, McClellan, Walkup, Gay, Wilson, Dick, Holder, Bean, Whicher, Hodgen, and Borda.

MINUTES: The minutes of the previous meeting(August 3rd) were read and approved.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on hand August 1st..... \$1,528.47  
Disbursements for the month..... 6,327.89

Balance on hand August 31st..... 2,400.58  
Mrs Walkup moved and Mrs Wilcox seconded that the Treasurer's report be accepted and referred to the Auditing Committee.

Motion Carried.

ACCEPTANCES: NONE.

APPLICATIONS: During the previous month Mrs Wilson, Chairman of the Admission Committee interviewed Miss Frances Zaballa, age 66 years, of 1630 Octavia Street, who wished to enter the Home immediately. She was accepted by the above mentioned Committee subject to the approval of the Board. She paid \$4000 and \$150 probation fee. Miss Zaballa appeared before the Board at this meeting. Mrs Andrews moved and Mrs McClellan seconded that the Board ratify the action taken by the Admission Committee.

AUDITING COMMITTEE: Mrs Mailliard, chairman of the Auditing Committee, being unable to act in this capacity with regularity, Mrs Leavitt deemed it imperative to appoint a chairman in her place. The new Committee as appointed is as follows: Mrs Dick, chairman, to be assisted by Mrs Bean and Mrs Mailliard.

BUYING COMMITTEE: Mrs Borda, Chairman of the Buying Committee, reported the need of more bed spreads for the reserve supply of the Housekeeping Department. Mrs Dick moved and Mrs Whicher seconded that this Committee be authorized to make this purchase.

Motion Carried.

BUDGET.

OCTOBER 1932.

|                            |                   |
|----------------------------|-------------------|
| Payroll                    | \$ 2,900.00       |
| Provisions                 | 1,700.00          |
| Meat                       | 700.00            |
| Utilities                  | 400.00            |
| Laundry & Kitchen          | 100.00            |
| Drugs                      | 75.00             |
| Repairs                    | 300.00            |
| Furnishings & Improvements | 200.00            |
| Funerals                   | 75.00             |
| Other Expenses             | 100.00            |
| Advances to Members        | 500.00            |
| Contingent                 | <u>150.00</u>     |
|                            | <u>\$7,200.00</u> |

NOVEMBER

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$ 2,900.00        |
| Provisions                 | 1,700.00           |
| Meat                       | 700.00             |
| Utilities                  | 400.00             |
| Laundry & Kitchen          | 100.00             |
| Drugs                      | ,75.00             |
| Repairs                    | 200.00             |
| Furnishings & Improvements | 100.00             |
| Funerals                   | 75.00              |
| Other Expenses             | 100.00             |
| Advances to Members        | 500.00             |
| Contingent                 | <u>350.00</u>      |
|                            | <u>\$ 7,200.00</u> |

DECEMBER

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$ 2,900.00        |
| Provisions                 | 1,700.00           |
| Meat                       | 700.00             |
| Utilities                  | 450.00             |
| Laundry & Kitchen          | 100.00             |
| Drugs                      | 75.00              |
| Repairs                    | 200.00             |
| Furnishings & Improvements | 100.00             |
| Funerals                   | 75.00              |
| Other Expenses             | 100.00             |
| Advances to Members        | 500.00             |
| Contingent                 | <u>300.00</u>      |
|                            | <u>\$ 7,200.00</u> |

Minutes September 7th. cont'd.

HOSPITAL COMMITTEE: Mrs Hodgen moved and Mrs McClellan seconded that the chairman of the Hospital Committee confer with Dr Rumwell regarding the purchase of an emergency apparatus made during the past month and report to the Board at the October meeting.

Motion Carried.

PRICE OF SUPPER : Mrs Andrews moved and Mrs Holder seconded that the sum of thirty five (35cents) be charged for supper guests instead of fifty cents(50 cents) which has been the regular charge.

Motion Carried.

FENCE: Mrs Walkup moved and Mrs Andrews seconded that the Rixford property, now property of the Home, be enclosed by a suitable fence.

Motion Carried.

CHANGE OF NAME: During the absence of the President last month Mrs Wilson 1st Vice President, interviewed the Trustees in regard to the change of name for the Home, and reported that the Trustees voted to accept "2507 Pine Street" as the new name.

BOOKLET: Mrs Leavitt appointed Mrs Walkup, Mrs Whicher and Mrs Hodgen, a Committee to compile and arrange the manuscript for the printing of a pamphlet needed for information pertaining to the Home and for Publicity purposes.

There being no further business to come before the Board the meeting was adjourned,

Respectfully submitted,

*Josephine P. Boorda*

Secretary.

Minutes.  
October 5th. 1932.

The regular meeting of the Board of Lady Managers of the Old Peoples Home, was held in the Board room at 10:30 a.m. on Wednesday October 5th. Mrs Leavitt, the president in the chair.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames : Andrews, Bates, Bean, Lick, Gay, Hodgen, Holder, Leavitt, Mailliard, McClellan, Walkup, Whicher, Wilcox, Willis, and Wilson.

MINUTES : The minutes of the previous meeting September 7th. were read and approved as corrected.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                          |            |
|------------------------------------------|------------|
| Balance on hand September 1st. 1932..... | \$2,400.58 |
| Disbursements for the month.....         | 6,456.14   |
| Balance on hand September 30th.....      | 3,144.44   |

Mrs Hodgen moved and Mrs Gay seconded that the Treasurer's report be accepted and referred to the auditing committee.

Motion Carried.

ACCEPTANCES: Mrs E.M. Billow, whose probation expires October 15, 1932 was accepted as a member of the Home, upon a motion made by Mrs Whicher and seconded by Mrs McClellan, following her recommendation for membership, by the chairman of the application and admission committee, Mrs E.W. Wilson.

Motion Carried.

ADMISSIONS: Mr William Smart, aged 70, living at 1040 Bush St. applied for admission to the Home sponsored by Mr Mowatt Secretary of the Y.M.C.A. Dr. Rumwell advised the Board that, owing to the applicants physical condition he could not recommend him for membership. Mr Smart is to pay \$4500 and \$150 probation fee. Mrs Holder moved and Mrs Andrews seconded that he be admitted.

Motion Carried.

AUDITING COMMITTEE: The chairman of the new auditing committee was unable to make her report, finding that the Treasurer's books had not been audited since May. She informed the Board that the books would be brought up to date by the November meeting.

BOOKLET COMMITTEE: The chairman of the Booklet Committee reported that all the material necessary for the booklet had been assembled and that the printer would have a final proof ready for inspection before the next meeting of the Board. She promised to notify the members when it could be seen.

Minutes October 5th. continued.

Other committees had nothing of importance to report.

Gift: Mrs Leavitt and Mrs Wilson announced to the Board the wonderful, and unexpected gift of a Deed to a lot on the corner of Pine and Larkin Sts. valued at \$75,000 presented to the Home by Miss Isabella Cowell, to be used as the foundation of a New Building Fund.

Correspondence: The Secretary was instructed to acknowledge this gift by a letter to Miss Cowell.

The Secretary was instructed to write a note of thanks to the League of American Penwomen for a generous gift of flowers, to the Home during September.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith D. Walberg.*

Assistant Secretary.

Mrs Walter Mansfield was elected as a member of the Board upon motion made by Mrs Holder and seconded by Mrs Bean.

Minutes  
November 2nd. 1932.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held in the Board Room at 10:30 A.M. Wednesday November 2, 1932. Mrs Leavitt the President in the chair.

Mr Denham the Superintendent opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Eates, Wilson, Barrett, Andrews, Wilcox, Hodgen, Bean, Gay, Bailhache, Dick, Holder, Leavitt and Walkup.

MINUTES : The minutes of the previous meeting were read, approved and ordered placed on file.

REPORTS : The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:  
Balance on hand October 1st. 1932..... \$3,144.44  
Disbursements..... 8,554.87  
Balance on hand October 31st. 1932..... 1,789.47  
Mrs Hodgen moved and Mrs Bailhache seconded the Treasurers report be referred to the auditing committee.

Motion Carried.

ACCEPTANCES: Miss Zaballa, whose probation expired November 6, 1932 was recommended for admission by the chairman of the Committee and the Superintendent. Mrs Wilson moved, Mrs Gay seconded Miss Zaballa be admitted.

Motion Carried.

APPLICATIONS: Miss Margaret O'Connor aged 68 years a native of Montreal, Canada now living in Pleasanton, California signified her intention of entering the Home. Mrs Bailhache moved, Mrs Bean seconded her application be acted upon by the executive committee, subject to her recommendation for admission by Dr. Rumwell.

Motion Carried.

Mr. William Smart who applied for admission last month decided not to enter the Home at present.

COMMITTEE REPORTS: Reports were made by the buying committee who purchased new linoleum for the bathrooms and lavatories throughout the house. The dining room committee and the visiting committee also made reports. The auditing committee reported the books were in order to date. A Holiday committee was appointed to serve until May 1933. They are to consult with Miss Bain concerning necessary plans for various programs as they may arise, on the committee were Mrs Bailhache

Minutes November 2nd. continued.

COMMITTEE REPORTS : Mrs Bates, Mrs Gay, Mrs Bean, Mrs Barrett, Mrs Holder, Mrs Wilson and Mrs Wilcox. Arrangements for the Christmas Tree to be held December 22nd. were discussed.

SHRUBBERY: Mr McClaren volunteered sufficient shrubs for the frontage of the vacant lot on Pierce St. as soon as the soil can be put in order according to his recommendations.

ENGINEER: After some discussion Mrs Dick moved and Mrs Hodgen seconded that Dr. Rumwell examine Joe Keyes the engineer employed by the Home at the present time, and report on his physical condition. The secretary was instructed to write to Dr. Rumwell to that effect. Motion Carried.

BOOKLET: There was considerable discussion of the Booklet under construction and recommendations as to changes by the committee. There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Waakup*

Assistant Secretary.

Minutes.  
December 7, 1932.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held in the Board Room at 10:30 a.m. on Wednesday December 7, 1932. Mrs Leavitt the President of the Board in the chair.

Mr Denham opened the meeting with Prayer.

ATTENDANCE:

The members of the Board of Managers present were Mesdames: Bates, Bean, Bailhache, Hailliard, Gay, McClellan, Dick, Andrews, Holder, Leavitt, Tufts, Oddie, Whicher, Barrett, and Walkup.

MINUTES:

The minutes of the previous meeting November 2, 1932, were read, approved as read and ordered placed on file.

REPORTS:

The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

Balance on hand November 1st. 1932..... \$1,769.47  
Disbursements for the month of November... 5,870.56  
Balance on hand November 31st. 1932..... 3,118.91  
Mrs Bailhache moved and Mrs McClellan seconded the report be referred to the auditing committee.

Motion Carried.

AUDITING COMMITTEE:

The auditing committee reported the books of the Treasurer had been examined and found to be in order.

ROOM COMMITTEE:

Mrs Whicher chairman of the room committee asked permission to move Mr Ofner from room 272 to Mr. Elliott's old room 277. Mrs Walkup moved and Mrs Gay seconded that the change could be made if Mr Ofner will pay for the renovating of the room he vacates.

Motion Carried.

The President appointed Mrs Bailhache to attend to the matter of having a new sign over the front door. The President announced a programme to be given between Christmas and New Years, the "Blue Bird" by Miss Myra Byrd Gause and Miss Jeanette Gause.

Mr Joe Keyes, the engineer passed away suddenly, before Dr Rumwell was able to make a report, as to his condition, which had been requested.

After some discussion regarding the Christmas bonus which had been a custom in the Home for some years, Mrs Holder moved and Mrs Tufts seconded that we eliminate the bonus this year.

Minutes December 7, 1952 continued.

BOOKLET:

The chairman of the Booklet committee after the severe and detailed criticism of the proof as presented at the last meeting, submitted a completely revised version for the approval of the Board, it was well received. The President informed the Board that she had asked Mr Denham to submit a paper with his ideas for the booklet as she felt he was very capable, and that she would then call a special meeting for comparison and possibly consolidation of the material on hand.

There being no further business the meeting was declared adjourned.

Respectfully submitted,

*Edith D. Walkup*

Assistant Secretary.

BUDGET: Estimate of expenses for January, February and March filed.

BUDGET.

JANUARY      1933.

|                              |                   |
|------------------------------|-------------------|
| Payroll                      | \$2,700.00        |
| Provisions                   | 1,600.00          |
| Meat                         | 600.00            |
| Utilities                    | 500.00            |
| Laundry & Kitchen            | 50.00             |
| Drugs                        | 75.00             |
| Repairs                      | 250.00            |
| Furnishings & Improvements   | 200.00            |
| Funerals                     | 25.00             |
| Other Expenses               | 100.00            |
| Advances to Members          | 300.00            |
| Interest on Members Deposits | 350.00            |
| Contingent                   | <u>100.00</u>     |
|                              | <u>\$6,850.00</u> |

FEBRUARY

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$ 2,700.00        |
| Provisions                 | 1,500.00           |
| Meat                       | 600.00             |
| Utilities                  | 500.00             |
| Laundry & Kitchen          | 50.00              |
| Drugs                      | 75.00              |
| Repairs                    | 250.00             |
| Furnishings & Improvements | 100.00             |
| Funerals                   | 25.00              |
| Other Expenses             | 100.00             |
| Advances to Members        | 500.00             |
| Contingent                 | <u>100.00</u>      |
|                            | <u>\$ 6,500.00</u> |

MARCH.

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$ 2,700.00        |
| Provisions                 | 1,500.00           |
| Meat                       | 600.00             |
| Utilities                  | 500.00             |
| Laundry & Kitchen          | 50.00              |
| Drugs                      | 75.00              |
| Repairs                    | 250.00             |
| Furnishings & Improvements | 100.00             |
| Funerals                   | 25.00              |
| Other Expenses             | 100.00             |
| Advances to Members        | 500.00             |
| Contingent                 | <u>100.00</u>      |
|                            | <u>\$ 6,500.00</u> |

Minutes  
January 4th. 1933.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held in the Board Room at 10:30 a.m. on Wednesday January 4th. 1933. Mrs Leavitt the President of the Board in the chair.

Mr Denham opened the meeting with Prayer.

ATTENDANCE:

The members of the Board of Managers present were Mesdames: Wilson, Barrett, Tufts, Bean, Gay, Whicher, McClellan, Oddie, Bailhache, Dick, Holder, Leavitt and Walkup.

MINUTES:

The minutes of the previous meeting were read and approved.

REPORTS:

The reports of the Superintendent, Matron and Head Nurse were read and ordered placed on file.

The Treasurer's report showed:

|                                        |            |
|----------------------------------------|------------|
| Balance on hand December 1, 1932.....  | \$3,118.91 |
| Disbursements for December.....        | 5,603.93   |
| Balance on hand December 31, 1932..... | 4,714.98   |

Mrs Whicher moved and Mrs Tufts seconded report be referred to auditing committee.

Motion Carried.

AUDITING COMMITTEE:

The auditing committee reported that the books of the Treasurer had been examined and found to be in order.

APPLICATIONS :

Miss Anna Catherine Doherty born in Sacramento aged 67 years applied for membership. She wishes to pay \$4000 for her room and \$150 probation fee. Mrs Andrews moved and Mrs Whicher seconded she be allowed to begin her probation as soon as desired.

Motion Carried.

ACCEPTANCES:

Miss O'Connor's probation had expired and she was recommended for membership. Mrs Tufts moved and Mrs Holder seconded she be accepted for membership.

Motion Carried.

COMMITTEES:

The buying and dining-room committee were authorized to purchase any necessary dishes for replacements. The room committee reported moving Mrs Thompson from room 406 to 306.

The hospital committee asked for a discussion of tray service and suggested for the Board's approval that the number of trays be reduced.

Mrs Bailhache moved and Mrs Gay seconded that only toast and coffee would be served upon request to the Head Nurse after February 1st. 1933, also after Feb. 1st. no trays to be served unless ordered by Dr. Rumwell, also trays now being served to convalescents to be discontinued as soon as Dr. Rumwell advises. Trays to chronics to be same as heretofore.

Motion Carried.

Minutes January 4th, 1933 continued.

COMMITTEES:

The Booklet committee presented the text in its final form. After some discussion Mrs Wilson moved and Mrs Holder seconded the text be sent to the printer.

Motion Carried.

A minute of silence was held for Mrs W.E. Wilcox who passed away. We shall miss her from our Board. Mrs Wilcox's sister offered a white enameled refrigerator for the diet kitchen. Mrs Wilson moved and Mrs Bailhache seconded the offer be accepted.

Motion Carried.

Mrs Bailhache attended to having the new sign placed over the front door. The cost was \$45.00 which was approved by the Board.

Mrs Bailhache moved and Mrs McClellan seconded that the large clock on the mantel in the Board Room be repaired. Mrs Gay volunteered to attend to it.

Motion Carried.

Miss O'Connor offered to pay the Home an additional \$1000 for all future medical and hospital care as it became necessary. Mrs Holder moved and Mrs Tufts seconded that her offer be refused, as the Home could not bind itself to pay for operations should such a condition present itself.

Motion Carried.

Mrs Isabella Innes presented the Board with \$100 to go into its hospital fund. It was gratefully received and the Board was able to thank Mrs Innes in person.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Walker*

Assistant Secretary.

MINUTES.  
February 1st. 1933.

The regular meeting of the Board of Managers was held in the Board Room of the Old Peoples Home Wednesday, February 1st. 1933 at 10:30 A.M. Mrs Leavitt the President presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Wilson, Hodgen, Bates, Mailliard, Barrett, Andrews, McClellan, Oddie, Gay, Bean, Holder, Dick, Leavitt and Walkup.

MINUTES: The minutes of the previous meeting were read, approved and ordered placed on file.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read, approved and ordered placed on file.

The Treasurer's showed:

|                                            |            |
|--------------------------------------------|------------|
| Balance on hand January 1, 1933.....       | \$4,714.98 |
| Amount received from Trustees Jan. 1, 1933 | 11,914.98  |
| Total disbursements for January 1933....   | 5,905.76   |
| Balance on hand January 31st. 1933.....    | 6,009.22   |

Mrs Wilson moved, Mrs McClellan seconded that the Treasurer's report be referred to the auditing Committee.

APPLICATIONS: William Arthur Edwards (65 March 1933), native of Pennsylvania, now living in Lakeport applied for membership, he wishes to pay \$4000 and \$150, he had \$1150 in cash and agreed to deposit \$3000 Pacific Gas & Electric stock during probation. The Superintendent and Dr. Rumwell recommended his admission. Mrs Andrews moved and Mrs Gay seconded Mr Edwards be allowed to begin his probation as soon as convenient.

Motion Carried.

Thomas Jefferson Curry, aged 81 years, a native of Kentucky, now living in Kentfield, California applied for admission to membership. Dr. Rumwell recommended he be admitted. Mrs Barrett moved and Miss Oddie seconded that he be allowed to begin his probation but he must give a better statement of his finances. He wishes to pay \$4000 and \$150 probation.

Motion Carried.

MISCELLANEOUS: The President reported that a complete inspection of the elevator had been made by the Ocean Accident Guarantee Company during the past month.

Mrs Andrews moved and Mrs Gay seconded that new blanks for members seeking admission be ordered as those in use in the past have some changes in the wording.

Motion Carried.

MINUTES  
March 1st. 1933.

The monthly meeting of the Board of Managers of the Old People's Home was held at 10:30 A.M. Wednesday March 1st. 1933 at 2507 Pine Street, Mrs Leavitt presiding.

ATTENDANCE Those present were Mesdames: Wilson, Bates, Mailliard, Barrett, Whicher, Andrews, McClellan, Bean, Tufts, Bailhache, Dick, Holder, Leavitt and Walkup.

MINUTES The minutes of the previous meeting were read and approved as read.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and ordered filed.  
The Treasurer's report showed:  
Balance on hand February 1st. 1933.....\$6,009.22  
Received from Board of Trustees Feb. 1... 7,200.00  
Total available for February .....\$13,209.22  
Total disbursements February 1933..... 5,680.81  
Balance on hand February 28, 1933..... \$7,528.41

Mrs Whicher moved and Mrs Andrews seconded the report be referred to the auditing committee.  
Motion Carried.

ACCEPTANCES Miss Anna C. Doherty's probation to expire March 9th. 1933 was recommended for membership by Mrs Wilson, seconded by Mrs Tufts. Motion Carried.

Mrs Amelia Gambill began her probation February 22nd. 1933, paid \$4000 and \$150. Dr Rumwell recommended she be admitted.

Mr Wm. A. Edwards to enter the Home March 6th. 1933.

Mr T.J. Curry admitted to membership last month made a satisfactory statement of his finances as requested by the Board.

BEQUEST The Board of Managers was notified of the bequest of one-third of the estate of Elizabeth Tittel, income payable January 1st and July 1st. for assisting worthy people over 60 years of age whose funds fall short \$1000 or less of the required admission fee. A copy of the will is in Mr Flaherty's office.

BUYING COMMITTEE The buying committee reported new linoleum laid in all bathrooms and all in perfect order.

ROOM COMMITTEE The room committee reported Mrs Barrett moved from 259 to 406 and paid \$600 extra for renovating and plumbing facilities.

Minutes March 1st. (contd.)

EXECUTIVE COMMITTEE

The executive committee reported a meeting to admit Mrs Gambill February 22.

CHAPEL Mrs McClellan moved and Mrs Bailhache seconded that Mr Denham procure a clergyman to take his place during his Sundays absence from chapel service.

BUDGET The secretary was instructed to include mention of budget as arranged for September 1932 and January 1933. Mrs Bailhache moved and Mrs Wilson seconded.

Motion Carried.

There being no further business the meeting adjourned.

Respectfully Submitted,

*Cecil D. Coachup*

Asst. Secretary.

MINUTES  
April 5th. 1933.

The meeting of the Board of Managers of the Old Peoples Home was held at 2507 Pine Street Wednesday April 5 at 10:30 A.M. The President Mrs Leavitt in the chair.

ATTENDANCE Those present were Mesdames: Wilson, Whicher, McClellan, Andrewsm Beany Hodgen, Gay, Oddie, Leavitt, Mailliard, Holder and Walkup.

Mr Denham the superintendent opened the meeting with prayer.

MINUTES The minutes of the previous meeting were accepted as read and ordered placed on file.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

Balance on hand March 1st.1933..... \$ 7,528.41  
Received from Trustees March 1,1933... 7,200.00  
Total amount available for March 1933..\$14,728.41  
Total disbursements for March 1933..... 6,657.36  
Balance on hand, March 31,1933.....\$ 8,071.05

It was moved, seconded and carried that the report of the Treasurer be referred to the auditing committee.

BUDGET Mrs Hodgen moved and Mrs McClellan seconded that the following budget for April, May and June be sent to the Trustees.

ESTIMATE OF EXPENSES FOR APRIL MAY AND JUNE 1933.

|                                 |                   |
|---------------------------------|-------------------|
| Payroll.....                    | \$2,700.00        |
| Provisions.....                 | 1,500.00          |
| Meat.....                       | 600.00            |
| Utilities.....                  | 450.00            |
| Laundry & Kitchen.....          | 50.00             |
| Drugs.....                      | 75.00             |
| Repairs.....                    | 250.00            |
| Furnishings & Improvements..... | 150.00            |
| Funerals.....                   | 25.00             |
| Other Expenses.....             | 100.00            |
| Advances to members.....        | 500.00            |
| Contingent.....                 | 100.00            |
|                                 | <u>\$6,500.00</u> |

Mr B.H. Hicklin visited the Board and explained the advisability of centralizing all funds in order that the greater amount of cash might be available at all times for any sudden and advantageous investment that could be made at the discretion of the Trustees.

Minutes April 5th. (cont'd)

APPLICATIONS

Miss Etta Nolan, 68 years of age formerly of Toronto Canada, now living at 414 Hayes Street applied for membership in the Home, she wishes to pay \$4500 for her room \$150 probation. Dr Rumwell recommended her admission. Mrs Hodgen moved and Mrs Whicher seconded she be accepted.

Motion Carried.

ACCEPTANCES

Mr T.J. Curry upon the recommendation of Mrs Wilson and Mr Denham was admitted to membership. Mrs Whicher moved Mrs Holder seconded. Motion Carried.

Mrs A Gambill whose probation expires April 22, upon the recommendation of Mrs Wilson and Mr Denham will be admitted to membership. Mrs Andrews moved Mrs Gay seconded.

Motion Carried.

Mrs Wilson moved Mrs Hodgen seconded that any new member be allowed to purchase any new furniture similar to that which is being used as sample furnishings in some of our rooms at the cost to the Home.

Motion Carried.

REPORTS

The Buying Committee reported the purchase of tea kettles for the nursing department on each floor to facilitate the heating of water for hot water bottles.

No executive meeting.

The Room Committee reported 22 vacant rooms.

Mrs Overhulser moved to room 347 without additional expense from room 349A.

Mrs Wilson moved Mrs Holder seconded that all questions regarding the moving of members be settled at the discretion of the room committee upon their complete investigation of any and all requests for a change of room.

Motion Carried.

Mr and Mrs Clark moved to room 414 from room 426. They are very contented and happy.

NOMINATING COMMITTEE.

The president appointed Mrs Mailliard, Mrs Bates and Mrs McClellan as the nominating committee.

MISCELLANEOUS

The President read letters prepared to be mailed to doctors, welfare organizations, attorneys, clergymen, Insurance Companies and individuals to further the publicity campaign so long planned.

Minutes April 5th. (cont'd).

Mrs Andrews moved Mrs Bean seconded that a complete investigation be made of Mrs Bresse's bequest of \$10,000 to the Old Peoples Home.

Mr Pertlechek presented the Home with two Sierra Railway \$1000 mortage bonds to be added to our building fund.

Mr S. Sillifant expressed a wish to talk with the Board after luncheon.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Coakley*

*Asst Secretary.*

1933

ANNUAL REPORT  
of  
Secretary.

TO, THE MEMBERS OF THE CORPORATION  
OF THE OLD PEOPLES HOME AND THE TRUSTEES.

Ladies and Gentlemen:

In behalf of the Board of Managers, I submit  
the following report -

The Board of Managers have had eleven(11) regular meetings and two (2) special meetings during the year and have had a very active twelve months of service characterized by a spirit of good will and devotion to the best interests of the Home. A complete account of the above mentioned meetings has been recorded in the minutes kept by the Secretary.

The Board of Trustees is composed of such busy men that we marvel that they have been able to handle the affairs of the Home, to our gain, through the year of financial unrest just passed and we thank them one and all for their faithful interest and hope that the coming year will lighten their burdens in the business world.

I cannot be too strong in my expression of appreciation of the ability and discretion of our President who has kept our affairs moving smoothly, as each month has brought its own problems for solution. Through her untiring efforts our splendid booklet has become a reality.

To Mr Denham, Miss Bain, Mrs Willson and Mrs Pogson, our competent staff again we tender our sincere thanks for their zeal and faithfulness and their always ready help and cooperation.

A word of appreciation is due Dr.M.E. Rumwell and Dr. E.F. Glazer for their faithful services to those members of our Home, requiring their professional services.

The various committees of our Board have done most excellent work and in behalf of their co-workers I take this opportunity to thank them. Our family now numbers 158 men and women for whose future welfare we are responsible. Ten new members have been admitted in the past year, and 20 deaths have occurred.

Death has removed two of our most earnest workers, Mrs W.H. Matson and Mrs W.E. Wilcox and we have felt their passing keenly.

ANNUAL MEETING.  
May 17th. 1933.

The Annual Meeting of the Board of Managers of the Old Peoples Home was held at 2 P.M. Wednesday afternoon May 17th 1933. Mrs J.W. Leavitt, the President in the chair.

Those present were Mesdames:Leavitt, Whicher, Wilson, Dick, Holder, Tufts, Townsend, Bean, Barrett, Gay, Bates, Oddie, McClellan and Walkup.

The Secretary read the list of officers and members of the Board of Managers as presented by the nominating committee and approved by the managers at the regular meeting held Wednesday May 3rd. 1933.

The members of the Board of Managers for the year 1933-1934 are as follows:

Mrs Jesse Andrews,  
Mrs Arthur Bailhache.  
Mrs Gilbert Barrett.  
Mrs George Bates.  
Mrs George L. Bean.  
Mrs Josephine P. Borda.  
Mrs Wm. H. Dick.  
Mrs Charles C. Cole.  
Mrs George R. Gay.  
Mrs J.D. Hodgen.  
Mrs R.V. Holder.  
Mrs J.W. Leavitt.  
Mrs J.W. Mailliard Jr.  
Mrs Robert McClellan.  
Miss Sarah Oddie.  
Mrs George Eliot-Townsend.  
Mrs E.D. Walkup.  
Mrs John Whicher.  
Miss Anna Willits.  
Mrs E.W. Wilson.

Upon a motion duly made and seconded the Secretary was instructed to cast the ballot and the Board of Managers was declared elected to serve until May 1934, or until their successors are elected.

The list of officers as presented by the nominating committee and approved by the Board of Managers at the regular meeting held May 3, 1933 is as follows:

|                          |                       |
|--------------------------|-----------------------|
| President.....           | Mrs J.W. Leavitt.     |
| 1st Vice.....            | Mrs E.W. Wilson.      |
| 2nd.Vice.....            | Mrs John Whicher.     |
| 3rd.Vice.....            | Mrs Arthur Bailhache. |
| Treasurer.....           | Mrs R.V. Holder.      |
| Secretary.....           | Mrs E.D. Walkup.      |
| Asst. Sec'y.& Treas..... | Miss Sarah Oddie.     |

Annual Meeting continued.

Upon a motion duly made and seconded the Secretary was instructed to cast the ballot and the above mentioned officers were declared elected to serve until the Annual Meeting in May 1954 or until their successors are elected.

At the Annual Meeting of the corporation held May 17, 1953 at 2 P.M. the Secretary of the Board of Managers presented two recommendations as outlined in the minutes of May 3, 1953. The decision of the Trustees was that such matters were strictly the affair of the Board of Managers and could be handled at their own discretion.

Their being no further business to come before the Board the meeting was declared adjourned.

Respectfully submitted,

*Edith D. Coakley*

Secretary.

MINUTES.  
May 3rd. 1933.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 2507 Pine Street Wednesday May 3rd. Mrs Leavitt the President called the meeting to order at 10:30 A.M.

Mr Denham, the Superintendent opened the meeting with prayer.

ATTENDANCE Those present were Mesdames : Wilson, Gay, Bailhache, Bates, McClellan, Oddie, Mailliard, Leavitt, Dick, Holder, Tufts and Walkup.

MINUTES The minutes of the previous meeting were read approved and ordered placed on file.

REPORTS The reports of the Superintendent, Matron, and Head Nurse were read and ordered filed.

The Treasurer's report showed:  
Balance on hand April 1st 1933..... \$8,071.05  
Received from Board of Trustees..... 2,000.00  
Amt. available April 1, 1933..... \$10,071.05  
Disbursements during April..... 5,901.41  
Balance on hand April 30th, 1933..... \$ 4,169.63

It was moved and seconded the report be referred to auditing committee.

Motion Carried.

MEMBERS After some discussion regarding the complaint of Mr Sillifant presented to the Board last meeting Mrs Wilson moved Mrs Gay seconded that the Secretary write to him that as all grievances referred to had taken place before his entry into the Home or Outside the Home the Board could take no action in the matter.

Motion Carried.

FINANCIAL Mrs Tufts moved and Miss Oddie seconded her motion to accept the Trustees plan for handling the Funds of the Home, during the present existing stringency, as recommended by Mr Hicklin at the last meeting.

Motion Carried.

ACCEPTANCES. Mr W.A. Edwards probation expires May 7th. 1933. Mrs Wilson moved Mrs Bailhache seconded that he be accepted for membership.

Motion Carried.

He wishes to pay \$250 additional for another room, and is to make arrangements with Mr Murphy regarding his finances. The cash difference on his admission fee to be made up after the sale of his Pacific Gas and Electric Stock.

Minutes May 3rd. (continued).

APPLICATIONS.

Mrs Emma Harvey 67 years of age formerly living in Wisconsin now residing at 2244 Lake Shore Ave. Oakland applied for membership, she wishes to pay \$4500 for her room and \$150 probation fee. She has \$9000 in cash. She desired to make a visit East but wants to have her room reserved. Mrs Bailhache moved Mrs Holder seconded that as a legal technicality would be involved concerning her probation period, she should put her plans before the Trustees, if she was recommended for membership by Dr. Rumwell.

Motion Carried.

ROOM COMMITTEE.

The Room Committee reported 25 vacant rooms.

MISCELLANEOUS

There was no executive meeting.

Dr. Edward F. Glaser, the oculist giving his services to the Home asked to be relieved as he plans to retire due to failing health. No successor to Dr Glaser was decided upon. The Secretary was ordered to write him a letter of appreciation for his services.

NOMINATING COMMITTEE

The nominating committee's report for officers for the ensuing year was presented by Mrs Mailliard the chairman.

President.....Mrs J.W.Leavitt.  
1st Vice.....Mrs E.W. Wilson..  
2nd.Vice.....Mrs John Whicher.  
3rd.Vice.....Mrs A Bailhache.  
Secretary.....Mrs E.D.Walkup.  
Treasurer.....Mrs R.V.Holder.  
Asst.Sec'y.& Treas.....Miss S. Oddie.

Mrs George Eliot-Townsend and Mrs Chas.C. Cole were elected to the Board to fill the vacancies which have occurred. It was moved seconded and carried that the nominating committees report be accepted.

AUDITING COMMITTEE

Mrs Bailhache moved and Mrs Mailliard seconded that the auditing committee be dispensed with.  
Motion Carried.

EXECUTIVE COMMITTEE

Mrs Bailhache moved Mrs Tufts seconded that a provision for the executive committee be added to the by-laws at the annual meeting.

Motion Carried.

Minutes May 3rd. (continued).

The Secretary was instructed to write to Mr Burling the secretary of the Board of Trustees concerning the above two recommendations.

The President stated that 328 of our booklets had been mailed from the office to interested parties during the past month.

Mrs Bailhache and Miss Oddie were appointed to select and rearrange furniture in rooms on the fourth floor. As much as possible old furniture is to be used supplemented by whatever they deem necessary.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Eduard D. Walker*

Secretary.

MINUTES.  
June 7, 1933.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 2507 Pine Street Wednesday June 7th at 10:30 A.M. Mrs Leavitt the President in the chair.

Mr Denham the Superintendent opened the meeting with Prayer.

ATTENDANCE. Those present were Mesdames: Wilson, Whicher, Barrett, Townsend, McClellan, Gay, Bean, Borda, Bailhache, Hodgen, Dick, Mailliard, Holder, Leavitt and Walkup.

MINUTES The minutes of the previous meeting were read approved and ordered filed.

REPORTS The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

|                              |              |
|------------------------------|--------------|
| Balance on hand May 1, 1933  | \$4,169.63   |
| Received from Trustees       | 7,200.00     |
| Total amt. available for May | \$ 11,369.63 |
| Total disbursements for May  | 6,290.67     |
| Balance on hand May 31, 1933 | \$5,078.96   |

It was moved, seconded and carried that the Treasurer's report be accepted and placed on file.

The report of the annual meeting was read and approved.

ACCEPTANCES Miss Etta Nolan, whose probation expires June 10, 1933, upon the recommendation of the Superintendent and Mrs Wilson the chairman of the Admission Committee and upon a motion duly made by Mrs Bailhache and seconded by Mrs McClellan and passed by the Board, was admitted to membership.

Mrs Emma Harvey whose application came before the Board at the last regular meeting began her probation June 1, 1933 and intends to defer her trip until after she is accepted as a regular member of the Home.

Mr W.A. Edwards payment of his admission fee was declared in order and the details entirely arranged to the satisfaction of the Trustees.

There was considerable discussion regarding future memberships. The executive committee was to arrange a meeting with the Trustees in order to evolve some plan whereby those wishing to secure a home and planning to enter the Home in the future might do so without jeopardizing the interests of any of the parties concerned, and at the same time being able to reserve a room of their choosing.

Minutes June 7 (continued)

Mrs Bailhache reported that three rooms on the fourth floor 426, 434, 436 had been put in order at an average cost of less than \$75.00.

Upon a motion made by Mrs Mailliard and seconded by Mrs Wilson the dining-room committee was authorized to replenish any necessary linen and paint the floor in the dining-room, the cost to be \$69.

Motion Carried.

The buying committee was authorized to renovate the telephone booth in the lobby (cost \$19) and to refinish the linoleum in the entrance lobby (cost \$9.75).

There was no executive meeting.

The room committee reported 27 vacant rooms.

Mrs Whicher presented the Board with \$5 as a gift to the nursing department from Mrs C.M. Wollenberg in memory of her father Herman Judell.

The Secretary was instructed to write a note of appreciation to Mrs Wollenberg.

The Secretary was instructed to write to Mr George North a letter of appreciation for his assistance in the publicity campaign of the Board.

Mrs Charles C. Cole resigned from the Board, her resignation was accepted with regret, upon a motion duly made and seconded.

Mrs Anna F. Reel has consented to undertake the librarianship of the Home, replacing Mr Mulder who passed away. Upon a motion duly made by Mrs Wilson and seconded by Mrs Bailhache it was decided to give Mrs Reel \$10 a month.

Motion Carried.

The following budget for July August and September as prepared by Mrs Pogson was approved by a motion made by Mrs Borda and seconded by Mrs Gay and a copy ordered sent to Mr Burling.

Motion Carried.

Minutes June 7 (continued)

BUDGET.

JULY.

|                              |                           |                   |                           |
|------------------------------|---------------------------|-------------------|---------------------------|
| Payroll                      | \$ 2,750.00               | Payroll           | \$ 2,750.00               |
| Provisions                   | 1,500.00                  | Provisions        | 1,500.00                  |
| Meat                         | 600.00                    | Meat              | 600.00                    |
| Utilities                    | 450.00                    | Utilities         | 450.00                    |
| Laundry & Kitchen            | 50.00                     | Laundry & Kitchen | 50.00                     |
| Drugs                        | 75.00                     | Drugs             | 75.00                     |
| Repairs                      | 250.00                    | Repairs           | 300.00                    |
| Furnishings & Improvements   | 200.00                    | Furnishings &     |                           |
| Funerals                     | 25.00                     | Improvements      | 200.00                    |
| Other Expenses               | 200.00                    | Funerals          | 25.00                     |
| Advances to Members          | 300.00                    | Other Expenses    | 150.00                    |
| Interest on Members deposits | 350.00                    | Advances to       |                           |
| Contingent                   | <u>100.00</u>             | Members           | 300.00                    |
|                              | <u>\$ 6,850.00</u>        | Contingent        | <u>100.00</u>             |
|                              | <u>                  </u> |                   | <u>                  </u> |
|                              |                           |                   | \$ 6,500.00               |
|                              |                           |                   | <u>                  </u> |

SEPTEMBER.

|                            |                           |
|----------------------------|---------------------------|
| Payroll                    | \$ 2,750.00               |
| Provisions                 | 1,500.00                  |
| Meat                       | 600.00                    |
| Utilities                  | 450.00                    |
| Laundry & Kitchen          | 50.00                     |
| Drugs                      | 150.00                    |
| Repairs                    | 200.00                    |
| Furnishings & Improvements | 150.00                    |
| Funerals                   | 25.00                     |
| Other Expenses             | 200.00                    |
| Advances to Members        | 300.00                    |
| Contingent.                | <u>125.00</u>             |
|                            | <u>\$ 6,500.00</u>        |
|                            | <u>                  </u> |

The decisions concerning the arrangement of Mrs Barker's room was left to the decision of the Rooms and Nursing Committee, upon a motion made by Mrs Dick and seconded by Mrs Whicher.

Motion Carried.

Upon a motion made by Mrs Mailliard and seconded by Mrs Wilson it was decided to discontinue sending postals notifying members of the Board of deaths occurring in the Home. Members desiring such notification may have the same by leaving their names with Mrs Pogson.

Motion Carried.

Minutes June 7 (continued)

It was decided upon a motion made by Mrs McClellan and seconded by Mrs Bean that the Executive Committee for the coming year should consist of the chairman of the various Committees and the Secretary.

Motion Carried.

The President announced her committees for the coming year:  
Executive : Mrs Leavitt, Mrs Wilson, Mrs Bailhache, Mrs Borda, Mrs Andrews, Mrs Holder, Mrs Walkup, Miss Oddie.

Admission: Mrs Wilson, Mrs Mailliard, Mrs Tufts.

Buying : Mrs Bailhache, Miss Oddie, Mrs Barrett.

Dining Room Mrs Borda, Mrs Hodgen, Mrs Gay,  
& Kitchen:

Nursing : Mrs Wilson, Mrs Bates, Mrs Bean, Miss Willits.

Visiting : Mrs Andrews, Mrs Dick, Mrs Hodgen, assisted by the Board.

Rooms : Mrs Leavitt, Mrs Bailhache, Mrs McClellan, Miss Oddie.

The President then outlined the duties of the various Committees.

There being no further business to come before the Board the meeting was declared adjourned,

Respectfully submitted,

*Edith D. Walkup*

Secretary.

MINUTES.  
August 7th, 1953.

The regular monthly meeting of the Board of Lady Managers of the Old Peoples Home was held at 2507 Pine Street on Wednesday August 7th at 10:30 a.m. Mrs Leavitt the president, presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Leavitt, Holder, Bates, Wilson, Townsend, McClellan, Whicher, Andrews, Bean, Bailhache and Borda.

MINUTES: The Minutes of the previous meeting, June 7th were read and approved.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and placed on file.

The Treasurer's report showed:

|                                      |            |
|--------------------------------------|------------|
| Balance on hand June 1st.....        | \$5,078.98 |
| Received from Trustees.....          | 7,200.00   |
| Total amount available.....          | 12,278.98  |
| Disbursements for the month.....     | 6,533.13   |
| Balance on hand June 30th.....       | 5,945.85   |
| Received from Trustees July 1st..... | 4,000.00   |
| Total amount available.....          | 9,945.85   |
| Disbursements for the month.....     | 7,046.68   |
| Balance on hand July 31st.....       | \$2,899.17 |

It was moved and seconded that the Treasurer's report be accepted and placed on file.

Motion Carried.

ACCEPTANCES: The Admission Committee reported favorably on Mrs Emma Harvey and on a motion made by Mrs Wilson and duly seconded Mrs Harvey was accepted as a member of the Home.

Motion Carried.

BUYING COMMITTEE: Mrs Bailhache, chairman, reported the purchase of rugs, materials for upholstering and handles for dressers.

HOSPITAL COMMITTEE: Mrs Wilson, Chairman, reported the purchase of dishes for the Diet department, the cost of which was \$67.35. On a motion made by Mrs Wilson and seconded by Mrs Bean this purchase was confirmed.

The question of payment for the services of any specialist when required or ordered by Dr Rumwell for any member of the Home was discussed. Mrs Bailhache moved and Mrs Townsend seconded that Dr Rumwell be requested to confer with the Superintendent regarding the payment of a specialist who might be called in. The Superintendent has in his files the record of the members' finances and if the member has sufficient funds he or she will be required to meet such bills and not the Home.

Motion Carried.

Minutes August 7th. Contd.

HOSPITAL  
COMMITTEE:

The Secretary was instructed to notify Dr Rumwell in writing of the above Motion.

LAUNDRY:

The cost of repairing the floor in the Laundry was quoted at \$340.00 Mrs Andrews moved and Mrs McClellan seconded that this work be done.

Motion Carried.

NRA:

Mrs Leavitt announced that a notice had been received from Washington regarding the National Recovery Act. Mrs Bailhache moved and Mrs Andrews seconded that this matter be referred to the Board of Trustees.

Motion Carried.

CORRESPONDENCE: The Secretary was instructed to write a letter of thanks to Miss Anne Gordon for her gift of \$25.00 for new Hymn Books for the Chapel.

MISCELLANEOUS: Mrs Wilson suggested that the members of the Board bring to the next meeting any books they might be able to spare.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith D. Walkup*

Secretary pro tem.

MINUTES  
September 6, 1933.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 10:30 a.m. Wednesday September 6, 1933 at 2507 Pine Street, Mrs Leavitt presiding.

Mr Denham being away east for the first time in five years, a few moments of silent prayer preceded the business for the day.

ATTENDANCE: Those present were Mesdames : Bates, Gay, Bean, Andrews, Townsend, Dick, Borda, Leavitt, Wilson, Tufts and Walkup.

MINUTES: The minutes of the previous meeting were read and approved.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and ordered filed.

The Treasurer's report for the month of August showed:

|                                          |              |
|------------------------------------------|--------------|
| Balance on hand August 1st               | \$2,899.17   |
| Received from Board of Trustees Aug. 1st | 7,200.00     |
| Total amount available                   | \$ 10,099.17 |
| Total disbursements for August           | 6,677.21     |
| Balance on hand August 31, 1933          | \$ 3,421.96  |

Upon a motion duly made and seconded the Treasurer's report was approved and ordered recorded in the minutes.

APPLICATIONS: Miss Amelia Barbara Helbling, aged 74 years formerly from Cincinnati Ohio, now living at 2265 Post Street applied for membership in the Home, upon a motion duly made by Mrs Hodgen and seconded by Mrs Townsend it was decided she be allowed to begin her probation as soon as a favorable report is received from Dr Rumwell and her application be filled out more completely. She wants to pay \$4250 for her room and \$150 probation fee.

Mr Richard Dunning, 81 years old, applied for admission to the Home. As his cash for membership fell short of the required amount and as he held a \$1000 A.W.O.W. insurance policy, made out in favor of his daughter, upon a motion duly made by Mrs Andrews and seconded by Mrs Tufts his application was referred to the Trustees for approval to admit him for probation at less than the minimum required as he has no income; the adjustment of his finances to be arranged by the Trustees.

Motion Carried.

Pratt Home: For the benefit of those absent from the August meeting, Mrs Leavitt discussed the possibility of making financial arrangements, satisfactory to the Trustees, for the individual admission of the members of the Pratt Home to the Old Peoples Home. Mrs Leavitt hoped to have some definite statistics from Mr Hicklin in the near future.

ACCEPTANCES: Upon the recommendation of the chairman of the Admission Committee, Mrs Wilson and Mr Denham, Dr Nat Coulson was admitted to membership upon a motion duly made by Mrs Wilson and seconded by Mrs Tufts. Motion Carried.

Minutes September 6, Contd.

PINE AND  
LARKIN:

Mrs Leavitt reported the completion of a lease to the Standard Oil Company of the lot at Pine and Larkin streets.

RIXFORD  
PROPERTY:

The buying committee was authorized to make necessary improvements in the garden on the Rixford property.  
Moved by Mrs Hodgen and seconded by Mrs Townsend.  
Motion Carried.

HOBART  
MACHINE:

After inspection by members of the Board it was decided to purchase a Hobart slicing machine to cost \$155.

EXECUTIVE  
COMMITTEE:

The executive committee at a meeting held admitted Mrs Francesca Kelb for probation, and gave Mr Denham permission to take a trip east.

Reports of other committees were heard but nothing of moment was ordered recorded.

BUDGET:

The Budget for October November and December, as presented was approved, and a copy ordered sent to Mr Burling.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Walker*

Secretary.

BUDGET.

OCTOBER.

|                            |                    |                     |                    |
|----------------------------|--------------------|---------------------|--------------------|
| Payroll                    | \$ 2,700.00        | Payroll             | \$ 2,650.00        |
| Provisions                 | 1,500.00           | Provisions          | 1,500.00           |
| Meat                       | 600.00             | Meat                | 600.00             |
| Utilities                  | 425.00             | Utilities           | 425.00             |
| Laundry & Kitchen          | 50.00              | Laundry & Kitchen   | 50.00              |
| Drugs                      | 75.00              | Drugs               | 75.00              |
| Repairs                    | 250.00             | Repairs             | 300.00             |
| Furnishings & Improvements | 200.00             | Furnishings &       |                    |
| Funerals                   | 25.00              | Improvements        | 200.00             |
| Other Expenses             | 150.00             | Funerals            | 25.00              |
| Advances to Members        | 300.00             | Other Expenses      | 150.00             |
| Contingent.                | <u>225.00</u>      | Advances to members | 300.00             |
|                            |                    | Contingent.         | <u>225.00</u>      |
|                            | <u>\$ 6,500.00</u> |                     | <u>\$ 6,500.00</u> |

NOVEMBER.

DECEMBER.

|                            |                    |
|----------------------------|--------------------|
| Payrøll                    | \$2,650.00         |
| Provisions                 | 1,500.00           |
| Meat                       | 600.00             |
| Utilities                  | 450.00             |
| Laundry & Kitchen          | 50.00              |
| Drugs                      | 75.00              |
| Repairs                    | 250.00             |
| Furnishings & Improvements | 150.00             |
| Funerals                   | 25.00              |
| Other Expenses             | 150.00             |
| Advances to Members        | 300.00             |
| Contingent                 | 300.00             |
|                            | <u>\$ 6,500.00</u> |

MINUTES  
October 4th. 1933.

The regular meeting of the Board of Lady Managers of the Old Peoples Home was held at 10:30 Wednesday October 4th 1933 at 2507 Pine Street. Mrs Leavitt the president in the chair.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames : Whicher, Barrett, Andrews, Townsend, Bean, Bailhache, McClellan, Dick, Mailliard, Holder, Leavitt and Walkup.

MINUTES: The minutes of the previous meeting were read and upon a motion duly made and recorded were ordered placed on file.

REPORTS: The reports of the Superintendent, Matron, and Head Nurse were read and filed.

The Treasurer's report showed:

|                                   |              |
|-----------------------------------|--------------|
| Balance on hand September 1st     | \$ 3,421.96  |
| Received from Trustees            | 7,200.00     |
| Total available for September     | \$ 10,621.96 |
| Total disbursements for September | 6,624.58     |
| Balance on hand September 30      | \$ 3,997.38  |

APPLICATIONS: Mrs Mary E.O'Connor aged 65 years living at 547 Mandana Boulevard in Oakland applied for admission to the Home. She wanted to pay \$5000 and \$150 Probation fee. Dr Rumwell recommended her for membership. She has \$10,000 cash and a home valued at \$12,500 plus the residue of her husband's estate now in probate. She was informed of the 10% bonus for those having in excess of \$10,000. This she was willing to pay. As she did not want to enter the Home immediately she was willing to put up ample security necessary to hold the room she had chosen until beginning probation. Upon a motion duly made by Mrs Bailhache and seconded by Mrs McClellan it was decided her application be accepted.

ADMISSIONS: Upon a motion made by Mrs Dick and seconded by Mrs Whicher it was decided that the executive committee should act upon admission to membership of Mrs Francesca Kelb whose probation expires October 30th.

MISCELLANEOUS: The board received a communication from Mr Jeffries President of the Trustees of the Hollenbeck Home in Los Angeles, through Mrs Whicher commending the Booklet.

Mr L. Curran Clark wrote a letter of thanks to the Board in appreciation of the care given his wife who passed away September 27th.

The reports of the various committees were heard but nothing of great importance recorded.

Minutes October 4th, Contd.

INTERVIEWING  
APPLICANTS:

After considerable discussion concerning the procedure of interviewing future applicants to the Home, upon a motion duly made by Mrs Bailhache and seconded by Mrs Barrett it was decided that all applicants be required to give a full and complete statement of their finances either to the office secretary or the chairman of the Admission Committee before being brought before the Board. The same to appear in correct order on their application blank, thus avoiding embarrassing questions often necessary when blank is incomplete.

PRATT HOME:

Mrs Leavitt presented complete statistics concerning 25 members of the Pratt Home being considered for membership to the Home, also recommendation of Mr Hicklin. She asked that all the members give the matter serious thought during the coming month, as Mrs Curry is anxious to know our decision in the matter.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith D. Weakley*

Secretary.

MINUTES  
November 1st. 1933.

The meeting of the Board of Managers of the Old Peoples Home was held at 10:30 Wednesday November 1st, 1933 at 2507 Pine Street. The President Mrs Leavitt presided.

The Superintendent Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Wilson, McClellan, Bailhache, Townsend, Bates, Hodgen, Barrett, Bean, Tufts, Borda, Dick, Holder, Leavitt and Walkup.

MINUTES: The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

|                                    |              |
|------------------------------------|--------------|
| Balance on hand October 1st 1933   | \$3,997.38   |
| Received from Trustees             | 7,200.00     |
| Total amount available             | \$ 11,197.38 |
| Total disbursements for October    | 5,940.92     |
| Balance on hand October 31st. 1933 | \$ 5,256.26  |

Upon a motion duly made and seconded the Treasurer's report was approved and ordered recorded in the minutes.

CHRISTMAS TREE: Acting upon a recommendation of Miss Bain the matron, it was decided to have the Xmas Tree party on December 21st and on a motion made by Mrs Wilson and seconded by Mrs Borda it was decided to allow \$25 for expenses of the same.

CONDUIT: A report from the engineer of an expenditure of \$14 for placing the wiring on three circuits through conduit to obviate the shorting caused by recent rains.

EXECUTIVE COMMITTEE: A report of the executive committee was made admitting Mrs Francesca Kelb to membership in the Home on expiration of her probation October 30th, also of the Committee's discussion of the advisability of accepting members of the Pratt Home and determining the price of \$75,000 for the same as approved by Mr Murphy.

RULES OF ORDER: For the purpose of avoiding future misunderstanding as to the parliamentary procedure, on a motion duly made by Mrs Barrett and seconded by Mrs Tufts it was decided to accept "Roberts Rules of Order" as the authority; it was also decided that a report of any action taken by the executive committee should be read at the following regular meeting by the Secretary, but that approval of said action by the board was held superfluous and unnecessary.

APPLICATIONS: Mrs Theresa Peschon past 65 years applied for membership. She wished to pay \$4000 for her room and \$150 probation, subject to the filling out of her application blank and subject to the recommendation by Dr Rumwell, by a motion made by Mrs Tufts and seconded by Mrs Bailhache.

Minutes November 1st. Contd.

PROPERTY OF  
MISS O'CONNOR:

A letter from Miss O'Connor offering a parcel of real-estate in Pleasanton was read but was referred to the Trustees. The Secretary was instructed to deliver the communication to Mr Burling.

RESIGNATION:

Upon a motion duly made by Mrs Bailhace and seconded by Mrs Mailliard the Secretary was instructed to write Miss Anna Willits accepting her resignation from the Board of Managers with regrets.

HOSPITAL BILLS:

The Secretary was instructed to write to Mrs Griffin, to the effect that when funds are available members of the Home are expected to pay outside hospital expenses as in the case of the bill at St Mary's hospital as paid by Mr Curran Clarke.

BUYING COMMITTEE:

The Buying Committee reported a small expense for revamping the 3rd floor sitting room. As the reserve of woolen blankets for the winter was getting low, upon a motion duly made by Mrs Tufts and seconded by Mrs Hodgen it was decided to purchase 25 additional which could be secured by Miss Bain at a reasonable figure.

RE MR DUNNING:

Mrs Leavitt reported Mr Murphy's approval of permitting Mr Dunning to come to the Home as a member paying \$3500 the limit of his available funds. On a motion made by Mrs Hodgen and seconded by Mrs Bean it was decided that Mr Denham advance pin-money to Mr Dunning, not to exceed \$5 per month. Extra emergency expenses as clothes etc. to be considered later, as the necessity should arise.

The dining-room committee had nothing to report.

RE MISS SHONIAN:

Miss Augusta Shonian is to make a new application and get a new doctor's certificate before starting her probation. Her first application was made August 18th 1928.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith D. Walkup*  
Secretary.

MINUTES  
Special Meeting held Nov. 17, 1933.

A special meeting of the Board of Managers was held November 17th 1933 at 11 P.M. at 2507 Pine Street.

Those present were Mesdames: Hodgen Bean, Tufts, Gay, Wilson, Holder, Bates, Townsend, Borda, Leavitt, Dick, Barrett, McClellan and Walkup.

RE DR COULSON'S PRESENTS: Dr Coulson presented the Home with a Billiard Table, Unique safe and picture.

APPLICATION: An Application from Mrs Hattie Y Jones was made she wishes to pay \$4000 Mrs Bates was to phone her and report at the next meeting.

SCREENS: It was decided to replace the screens on the east side of the building.

PRATT HOME: The remainder of the meeting was entirely taken up with discussion of the problem of the Pratt Home. After careful consideration upon a motion duly made by Mrs Tufts and seconded by Mrs Gay it was decided that it is not advisable to consider the transfer of the members of the Pratt Home to 2507 Pine Street at this time. The Secretary was instructed to write Mrs Curry to that effect.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith O. Walkup*

Secretary.

MINUTES  
December 6th. 1933.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 10:30 A.M. Wednesday December 6th at 2507 Pine Street. Mrs Leavitt presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames : Wilson, McClellan, Bates, Gay, Townsend, Bailhache, Tufts, Borda, Holder, Leavitt, and Walkup.

MINUTES: The minutes of the previous meeting were read and on a motion duly made and seconded were approved and ordered filed.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and accepted.  
The Treasurer's report showed:  
Balance on hand November 1st. \$ 5,256.46  
Received from Trustees 4,000.00  
Total amount available for November \$ 9,256.46  
Total disbursements for November 6,877.40  
Balance on hand November 30th \$ 2,379.06  
Upon a motion duly made and seconded the Treasurer's report was approved and ordered recorded in the minutes.

BUDGET: The Budget for January February and March as prepared after some discussion was accepted on a motion made by Mrs Tufts and seconded by Mrs Bailhache. A copy was sent to Mr Burling.

ACCEPTANCES: Mrs Amelia B. Helbling whose probation has expired December 6th. was accepted for membership.

PRATT HOME: A letter was read from Mrs Curry thanking the board for their co-operation in her endeavor to find suitable homes for those under her charge but regretting that the Board did not find it advisable to accept the members of the Pratt Home.

MISCELLANEOUS: A letter of appreciation to the Board was read by Mrs Leavitt from Mrs F. Hayes sister.

The Buying Committee reported the purchase of 20 floor lamps for \$1.59<sup>00</sup> and the completion of the second floor sitting-room.

There had been no executive meeting during November.

Mr Smith, the engineer, sent a splendid report of changes, improvements and savings, made during his time with the Home, also some recommendations for future utility economy.

Upon a motion made by Mrs Townsend and seconded by Mrs Bailhache it was decided to pay Mr Smith \$125 beginning January 1st.

Minutes December 6th. Contd.

MISCELLANEOUS:

It was decided to accept Dr. N.T. Coulson's offer for the construction of a billiard room. His Plans and specifications to be submitted to the Trustees for approval. Motion made by Mrs Wilson seconded by Mrs McClellan.

No report has been received, to date from the Trustees of Miss O'Connors gift of property in Pleasanton. The advisability of its acceptance was being carefully considered by Mr Flaherty.

It was decided to accept the 25¢ sample of candy for Xmas gifts as presented by Wilsons as being the most pleasing to the majority of members of the Home.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Waeks*

Secretary.

BUDGET.

JANUARY 1934.

|                              |                    |
|------------------------------|--------------------|
| Payroll                      | \$2,800.00         |
| Provisions                   | 1,700.00           |
| Meat                         | 650.00             |
| Utilities                    | 450.00             |
| Laundry & Kitchen            | 100.00             |
| Drugs                        | 50.00              |
| Repairs                      | 350.00             |
| Furnishings & Improvements   | 350.00             |
| Funerals                     | 50.00              |
| Other Expenses               | 150.00             |
| Advances to Members          | 500.00             |
| Interest on Members deposits | 350.00             |
| Contingent                   | <u>100.00</u>      |
|                              | <u>\$ 7,600.00</u> |

FEBRUARY

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$ 2,800.00        |
| Provisions                 | 1,500.00           |
| Meat                       | 600.00             |
| Utilities                  | 450.00             |
| Laundry & Kitchen          | 100.00             |
| Drugs                      | 50.00              |
| Repairs                    | 200.00             |
| Furnishings & Improvements | 100.00             |
| Funerals                   | 50.00              |
| Other Expenses             | 150.00             |
| Advances to members        | 500.00             |
| Contingent.                | <u>100.00</u>      |
|                            | <u>\$ 6,600.00</u> |

MARCH.

|                           |                              |
|---------------------------|------------------------------|
| Payroll                   | \$ 2,800.00                  |
| Provisions                | 1,500.00                     |
| Meat                      | 600.00                       |
| Utilities                 | 450.00                       |
| Laundry & Kitchen         | 100.00                       |
| Drugs                     | 50.00                        |
| Repairs                   | 200.00                       |
| Furnishing & Improvements | 100.00                       |
| Funerals                  | 50.00                        |
| Other Expenses            | 150.00                       |
| Advances to Members       | 500.00                       |
| Contingent                | <u>100.00</u>                |
|                           | <u>\$ 6,600.00 - 5351.70</u> |

MINUTES  
January 3, 1934.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held Wednesday January 3, 1934 at 2507 Pine Street. Mrs Leavitt after wishing the Board Happy New Year called the meeting to order. Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Wilson, Dick, Bailhache, McClellan, Borda, Townsend, Gay, Holder, Leavitt, Barrett and Walkup.

MINUTES: The minutes of the previous meeting were read approved and ordered filed.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

|                               |             |
|-------------------------------|-------------|
| Balance on hand December 1st. | \$2,379.06  |
| Received from Trustees        | 7,200.00    |
| Total available               | \$ 9,579.06 |
| Total disbursements           | 6,770.16    |

Balance on hand December 31, 1933. \$ 2,808.90

Upon a motion duly made and seconded the Treasurer's report was approved and ordered recorded in the minutes.

ACCEPTANCES: Mrs Theresa Peschon whose probation expires January 7 desires to pay \$4250 for room 213 instead of \$5000, and would be willing to pay additional for water. Her request was complied with by a motion made by Mrs Wilson and seconded by Mrs Bailhache.

The President reported 31 vacant rooms.

APPLICATIONS: Marie Callow 65, a native of Finland now living at the Edison Hotel S.F. applied for admission. She had about \$7000 in cash. Upon a motion made by Mrs Bailhache and seconded by Mrs Gay it was decided that she should it was decided that she should begin her probation as soon as the details of her finances could be arranged and the doctor's certificate obtained.

Mr John Bernard Nevin 65 formerly of Nevada now living in San Francisco applied for admission. He was willing to pay \$4250 for his room and \$150 probation. Due to a temporary disability it was decided to have a special contract, in regard to his funeral expenses, spending money and exceptional medical care. Upon a motion made by Mrs Townsend and seconded by Mrs McClellan it was decided he could be admitted.

Mr F.J. Fitzsimmons 70 years of age applied for membership wants to pay \$4000. Upon obtaining the doctor's certificate he was to begin his probation. Mrs Gay moved, Mrs Bailhache seconded. Motion Carried.

Minutes January 3, Contd.

MISCELLANEOUS: Mrs Wildasinn presented the Board with \$10.

No Executive meeting was held during the past month.

Nothing of importance was reported by the various committees.

The Secretary was requested to write Mrs Andrews a note of sympathy for the death of her husband.

There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

*Edith D. Coeckup*

Secretary.

MINUTES  
February 7, 1934.

The regular meeting of the Board of Managers of the Old peoples was held at 2507 Pine St. Wednesday February 7, 1934 at 10:30 A.M. Mrs Leavitt presiding.

Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Bean, McClellan, Gay, Andrews, Townsend, Borda, Holder, Batés, Leavitt and Walkup.

MINUTES: The minutes of the previous meeting were read and on a motion duly made and seconded were approved and ordered filed.

REPORTS: The reports of the Superintendent, Matron, and Head Nurse were read and filed.

The Treasurer's report showed:

|                                 |              |
|---------------------------------|--------------|
| Balance on hand January 1, 1934 | \$2,808.90   |
| Received from Trustees          | 7,200.00     |
| Total available                 | \$ 10,008.90 |
| Total disbursements             | 6,599.09     |

Balance on hand January 31, 1934. \$ 3,409.81

The report was approved and filed on a motion duly made and seconded.

APPLICATIONS: Miss Lucy Boyd 67 years of age formerly of Nassau, British West Indies now living at 1222 Laguna Street, applied for membership, she wishes to pay \$4000 for her room and \$150 probation. Dr Rumwell recommended her for membership and on a motion made by Mrs Andrews and seconded by Mrs McClellan she was accepted for probation.

Mrs Henrietta Y. Jones 70 years of age formerly of Brest France now living at 22 Parnassus Av. S.F. applied for membership, she wishes to pay \$4000 and \$150 probation. Dr Rumwell recommended her for membership. An agreement is to be made with the Trustees to accept her stock in the Palo Alto Building and Loan Association and \$1500 cash. On a motion made by Mrs Borda and seconded by Mrs Bean she was accepted for probation.

SMOKING: After some discussion on a motion made by Mrs Andrews and seconded by Mrs McClellan it was decided to set aside a room for the convenience of the women members of the Home who enjoy smoking.

CORRESPONDENCE: Dr Coulson's generosity and interest was much appreciated by the Board, the Secretary was ordered to write him to that effect.

Minutes February 7, 1934. Contd.

BUYING COMMITTEE:

The Chairman of the Buying Committee reported buying 13 rugs at a considerable saving and suggested the purchase of suitable dressers for some of the rooms should an opportunity arise, to get them cheaply.

DINING ROOM  
COMMITTEE:

The Dining- room Committee was instructed to change the seating at any of the tables should it be necessary for the happiness of all concerned.

EXECUTIVE  
COMMITTEE:

An executive meeting was held to act upon the recommendation of Mr Smith the engineer and Mr Hatfield and Mr Carroll S. Francisco electrical inspector and City fire prevention inspector respectively, to modernize the switchboard which though safe is out of date and other exposed electrical wires under the building which causes a hazardous condition. All exposed wires were to be placed in conduit wherever possible. The inspector recommended the work be done on a time and material basis. Letters from Buzzell electrical contractors are on file.

The fire inspectors also recommended a fire warning bell of the Klaxon type be installed on each floor.

The fire prevention bureau requires metal doors on all floors to act as stop drafts with necessary door stops to be installed.

Mrs Leavitt read an interesting communication from Washington, showing how far reaching may be the results obtained by the publication of our booklet.

A check for \$200 was received from the relatives of Mr Rogers in Ohio, the balance to be received in April.

There being no further business the meeting adjourned.

Respectfully submitted,

*Edith D. Walkup*

Secretary.

MINUTES  
March 7, 1934.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 10:30 a.m. Wednesday March 7, 1934, at 2507 Pine Street. The President of the Board presiding.

Mr Denham the Superintendent opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Bates, McClellan, Tufts, Bean, Bailhache, Wilson, Townsend, Gay, Dick, Holder, Leavitt and Walkup.

MINUTES: The minutes of the previous meeting were read approved and ordered filed.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

|                                   |             |
|-----------------------------------|-------------|
| Balance on hand February 1        | \$3,409.81  |
| Received from Trustees            | 5,500.00    |
| Total amount available            | \$ 8,909.81 |
| Total disbursements for February  | 6,243.55    |
| Balance on hand February 28, 1934 | \$ 2,666.26 |

ACCEPTANCES: Mr John B. Nevin whose probation expires March 10 upon the recommendation of the Superintendent and the chairman of the Admission Committee was admitted to membership by a motion duly made by Mrs Wilson and seconded by Mrs Bailhache.

EXECUTIVE MEETING: A meeting of the Executive Board was held March 1st. to permit the withdrawal of Miss Callow March 5th and to refund her admission fee.

Mrs Emma Poser 73 years of age began her probation February 20th she paid \$5000 for her room and \$150 probation fee. Dr Rumwell recommended she be admitted.

The buying committee reported on various improvements and the laying of new linoleum in the pharmacy.

Mrs Billow: Mrs Billow paid an additional \$500 plus \$25 for changing her room she moved from room 236 to 224.

O'CONNOR PROPERTY: Mrs Leavitt reported turning a deed to Miss O'Connor's real estate in Pleasanton over to the Board of Trustees.

MISCELLANEOUS: The Board of Trustees through Mr Murphy signified their great interest in our recent fire prevention activities.

Mrs Leavitt reported that the work contracted for by the Buzzell Electric had been completed.

Upon a motion made by Mrs Wilson and seconded by Mrs Gay it was decided to buy \$10 worth of tickets from Miss Lancell for a concert to be given March 18.

Minutes March 7, Contd.

Miss Lancell has been most generous in giving of her time and talent for programs at the Home.

OPEN HOUSE:

Upon a motion made by Mrs Bailhache and seconded by Mrs Townsend it was decided to hold "Open House" at 2507 Pine Street Tuesday afternoon April 3rd. from 3 to 6 P.M. Mrs Townsend was appointed by Mrs Leavitt to secure flowers for decorations and Mrs Bailhache was asked to see that the house was in order for inspection.

NOMINATING  
COMMITTEE:

Mrs Leavitt appointed Mrs Bates, Mrs Barrett and Mrs Bean as members of the nominating committee for 1934.

BUDGET:

The Budget for April May and June was presented and a copy ordered sent to Mr Burling Secretary of the Board of Trustees.

There being no further business the meeting was adjourned.

Respectfully submitted,

*Edith D. Walker*

Secretary.

ESTIMATE OF EXPENSES FOR APRIL MAY AND JUNE  
1934.

|                            |                    |
|----------------------------|--------------------|
| Payroll                    | \$2,800.00         |
| Provisions                 | 1,500.00           |
| Meat                       | 625.00             |
| Utilities                  | 400.00             |
| Laundry & Kitchen          | 75.00              |
| Drugs                      | 50.00              |
| Repairs                    | 300.00             |
| Furnishings & Improvements | 250.00             |
| Funerals                   | 75.00              |
| Other Expenses             | 100.00             |
| Advances to members        | <u>350.00</u>      |
|                            | \$ 6,525.00        |
| Contingent                 | <u>175.00</u>      |
| Total                      | \$ <u>6,700.00</u> |

Minutes  
April 4, 1934.

The regular monthly meeting of the Board of Managers of the Old Peoples Home was held at 10:30 a.m. Wednesday morning April 4th at 2507 Pine Street, with Mrs Leavitt presiding.

The superintendent Mr Denham opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Bean, Bates, Bailhache, Andrews, Whicher, McClellan, Townsend, Dick, Holder, Leavitt, Wilson, Hodgen, Borda, Walkup.

MINUTES: The minutes of the previous meeting were read and approved and ordered filed.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and filed.

The Treasurer's report showed:

|                                 |            |
|---------------------------------|------------|
| Balance on hand March 1st.      | \$2,666.26 |
| Received from Board of Trustees | \$6,200.00 |
| Total amount available          | \$8,866.26 |
| Total disbursements for March   | \$5,351.70 |
| Balance on hand March 31, 1934. | \$3,514.56 |

Upon a motion duly made by Mrs Borda and seconded by Mrs Wilson the treasurer's report was approved as read.

ADMISSIONS: Upon the recommendation of the superintendent and the chairman of the admission committee Mrs Jones whose probation expired April 15, likewise Mrs Emma Poser April 20, and Miss Lucy Boyd April 26, were on a motion duly made by Mrs Wilson and seconded by Mrs Bean and approved by members of the board admitted as permanent members of the Home.

APPLICATIONS: Mr John McCulloch 72 years of age and Mrs John McCulloch 73 formerly natives of Glasgow Scotland, now residing at 816 Anza Street San Francisco, applied for membership in the Home. Upon a motion made by Mrs Andrews and seconded by Mrs McClellan it was decided to admit them to probation. They were to make a deposit and enter in August. Recommended by Dr Rumwell. They wish to pay \$8000 for a double room and \$150 each probation fees.

RELATIONS: Mrs H. Mueller of 1960 Pierce Street sent us three steel engravings.

Minutes April 4th. Contd.

MISCELLANEOUS:

Members of the board were all very much pleased and are seriously considering the recommendation of several interested parties that another "Open House" be held in the near future.

The reports of the chairmen of the various committees contained nothing of great moment. There was no executive meeting during March.

There being no further business the meeting was adjourned.

Respectfully submitted,

Secretary.

Minutes  
May 2, 1934.

The regular monthly meeting of the Board of Managers was held at 10:30 a.m. Wednesday May 2, 1934 at 2507 Pine Street, Mrs Leavitt presiding.

Mr Denham the superintendent opened the meeting with prayer.

ATTENDANCE: Those present were Mesdames: Bailhache, Andrews, Barrett, McClellan, Hodgen, Bean, Willit, Gay, Borda, Dick, Tufts, Holder, Leavitt and Walkup.

MINUTES: The minutes of the previous meeting were read and approved.

REPORTS: The reports of the Superintendent, Matron and Head Nurse were read and on a motion made by Mrs Andrews and seconded by Mrs Bean were ordered filed.

The Treasurer's report showed:

|                                  |            |
|----------------------------------|------------|
| Balance on hand March 31, 1934   | \$3,514.56 |
| Received from Trustees April 1.  | \$6,000.00 |
| Total amount available for April | \$9,514.56 |
| Total disbursements " "          | \$6,988.40 |
| Balance on hand April 30         | \$2,526.16 |

\* Treasurer's Annual report on following page.

Upon a motion made by Mrs Borda and seconded by Mrs Gay the two reports were ordered filed.

SUN-DIAL: Dr. Coulson wishes to present the Home with a Sun Dial, which the Board will be glad to accept. Upon a motion made by Mrs Tufts and seconded by Miss Willet it was to be placed in the garden under the supervision of Mrs Bailhache.

MISS WILLITS: Miss Anna Willits rejoined the Board feeling she was better able to enter whole heartedly into the work.

MRS COLE: Mrs Leavitt informed the Board that Mrs Charles C. Cole would also rejoin the Board. We are indeed happy to have them.

PROPERTY OF

MRS O'CONNOR: On a motion made by Mrs Tufts and seconded by Mrs Hodgen owing to certain terms accompanying the deed of gift to Miss Margaret O'Connor's property in Pleasanton it was decided not to accept property. It was brought out that membership fees cover at all times expert medical care and when necessary emergency operations. The acceptance of a gift guaranteeing such care not only reflects on the present care given our members but also binds the Home, inasmuch as it would be impossible to estimate her future expense, to a possible unlimited and unrestricted amount.

OLD PEOPLES HOME  
TREASURER'S STATEMENT OF RECEIPTS, ACCOUNT BOARD OF TRUSTEES.  
For the fiscal year ended April 30, 1934.

|                                                    |             |
|----------------------------------------------------|-------------|
| <u>RECEIVED FROM GUESTS</u>                        |             |
| Admission Fees                                     | \$44,250.00 |
| * Admission Fee from Minnie Callow                 | 5,000.00    |
| Probation Fees                                     | 1,900.00    |
| Deposits for funeral expenses                      | 250.00      |
| Preliminary deposits from<br>expectant guests      | 110.00      |
| Refunds on expenses advanced<br>for guests account | 3,507.70    |

|                              |        |
|------------------------------|--------|
| <u>MEMBERS DUES RECEIVED</u> | 230.00 |
|------------------------------|--------|

|                  |       |
|------------------|-------|
| <u>DONATIONS</u> | 90.01 |
|------------------|-------|

|                  |       |
|------------------|-------|
| <u>MEMS SOLD</u> | 95.20 |
|------------------|-------|

|                       |        |
|-----------------------|--------|
| <u>ENTRY RECEIPTS</u> | 187.49 |
|-----------------------|--------|

|                                                 |             |
|-------------------------------------------------|-------------|
| <u>DEPOSITED TO CREDIT OF BOARD OF TRUSTEES</u> | \$55,620.40 |
|-------------------------------------------------|-------------|

\*Subsequently refunded by Board of Trustees direct to  
guest after probation period.

TREASURER'S STATEMENT OF RECEIPTS AND DISBURSEMENTS

ACCOUNT OF BOARD OF MANAGERS.

For the fiscal year ended April 30, 1934.

|                                         |             |
|-----------------------------------------|-------------|
| <u>BALANCE IN BANK - APRIL 30, 1933</u> | \$ 4,169.63 |
|-----------------------------------------|-------------|

|                                        |              |
|----------------------------------------|--------------|
| <u>RECEIVED FROM BOARD OF TRUSTEES</u> | \$ 76,100.00 |
|----------------------------------------|--------------|

|                      |              |
|----------------------|--------------|
| <u>MEM AVAILABLE</u> | \$ 80,269.63 |
|----------------------|--------------|

|                              |             |
|------------------------------|-------------|
| <u>GROSS DISBURSEMENTS</u>   |             |
| Payroll                      | \$32,520.72 |
| Meat                         | 7,103.04    |
| Provisions                   | 16,408.29   |
| Utilities                    | 4,746.15    |
| Laundry & Kitchen            | 1,179.91    |
| Drugs                        | 583.54      |
| Repairs                      | 4,136.34    |
| Furnishings & Improvements   | 5,069.46    |
| Advances charged to members  | 3,511.98    |
| Funerals                     | 384.13      |
| Other Expenses               | 1,484.85    |
| Interest on members deposits | 615.06      |

|                                       |            |
|---------------------------------------|------------|
| <u>BALANCE IN BANK APRIL 30, 1934</u> | \$2,526.16 |
|---------------------------------------|------------|

Respectfully submitted,

VIRGINIA B. HOLDER,

Treasurer.

Minutes May 2nd. (continued)

It was further moved by Mrs Andrews and seconded by Mrs Tufts, that the acceptance of such a gift be refused, as it violates past policies of the Home and might give rise to future legal difficulties.

APPLICATIONS: Miss Eleanor Quinlan 65 years of age formerly from Ireland now living at 798 Post Street S.F. applied for membership. She wishes to pay \$4000 and \$150 probation. Dr Rumwell recommended her for membership. Upon a motion made by Mrs Gay and seconded by Mrs Holder it was decided to accept her for probation.

Mrs Hortense Darling 77 years old formerly from Paris now living at 3227 Sacramento Street applied for membership to the Home. She wishes to pay \$4000 and \$150 probation. Dr Rumwell recommended her for admission. On a motion made by Mrs McClellan and seconded by Mrs Gay she was allowed to begin her probation.

Mrs Anna Scott MacNeill 75 years of age, formerly of Wisconsin now living at 115 High St, in Santa Cruz applied for admission she wishes to pay \$4000 and \$150 probation. She was to be admitted pending a certificate from Dr Rumwell.

MEMBERS: On a motion duly made by Mrs Tufts and seconded by Mrs Borda it was decided to waive the payment of a bonus as required of applicants having more than \$10,000, for the period of one year, due to the number of vacancies now existing in the Home.

NOMINATING COMMITTEE REPORT: The report of the nominating committee as presented by Mrs Bates, was read and on a motion made by Mrs Borda and seconded by Mrs Tufts, was accepted.

Nothing of moment was reported by the various committees.

There was no executive meeting in April.

There being no further business the meeting was adjourned.

RESPECTFULLY SUBMITTED,

*Edith D. Walkup*  
SECRETARY.

ANNUAL MEETING  
May 16th. 1934.

The Annual Meeting of the Corporation of the Old Peoples Home was held Wednesday May 16, 1934 at 2507 Pine Street at 2 P.M.

The vice-president of the Board of Trustees Mr Peterson called the meeting to order in the absence of the President.

The members of the Board of Trustees present were Messrs: Peterson, Burling, Perry, Faherty, and Hicklin.

The members of the Board of Managers and Corporation were Mesdames: Leavitt, Dick, Rohrer, Townsend, Mailliard, Bean, Willits and Walkup.

The reports of the various officers were read and ordered placed on file.

As there was not a quorum of the Corporation present no business of vital importance was transacted.

Matters of interest to the welfare of the members of the Home were discussed.

There being no further business the meeting adjourned.

Respectfully submitted,

*Edith D. Walkup*  
Secretary.

OFFICERS FOR THE YEAR 1934-35.

|                       |                       |
|-----------------------|-----------------------|
| President             | Mrs J.W. Leavitt.     |
| 1st. Vice.            | Mrs E.W. Wilson.      |
| 2nd. Vice.            | Mrs John Whicher.     |
| 3rd. Vice.            | Mrs Arthur Bailhache. |
| Treasurer             | Mrs R.V. Holder.      |
| Secretary.            | Mrs E.D. Walkup.      |
| Ass't Sec'y. & Treas. | Miss Sarah Oddie.     |

BOARD OF MANAGERS:

|                         |                              |
|-------------------------|------------------------------|
| Mrs Jesse Andrews.      | Mrs R.V. Holder.             |
| Mrs Arthur Bailhache.   | Mrs J.W. Leavitt.            |
| Mrs Gilbert Barrett.    | Mrs J.W. Mailliard Jr.       |
| Mrs George Bates.       | Mrs Robert McClellan.        |
| Mrs George L. Bean.     | Miss Sarah Oddie.            |
| Mrs Josephine P. Borda. | Mrs J.B. Tufts.              |
| Mrs Charles C. Cole.    | Mrs George Elliott-Townsend. |
| Mrs Wm. H. Dick.        | Mrs E.D. Walkup.             |
| Mrs George R. Gay.      | Mrs John Whicher.            |
| Mrs J.D. Hodgen.        | Miss Anna Willits.           |

Mrs E.W. Wilson.

1934  
ANNUAL REPORT  
of  
Secretary.

TO THE MEMBERS OF THE CORPORATION  
OF THE OLD PEOPLES HOME AND THE TRUSTEES.

Ladies and Gentlemen:

In behalf of the Board of Managers I submit the following report -

The Board of Managers during the fiscal year just past has held eleven regular meetings, three executive meetings and one special meeting. A complete account of the business transactions at said meetings will be found in the minutes as recorded by the Secretary.

We are grateful for the friendly support given by the Trustees during the year and feel able to consult them as emergencies may arise, always certain of their wise counsel and cooperation and wish at this time to assure them of our desire to carry out any and all suggestions made by them for the best interests of the Home.

Under the very efficient guidance of our President Mr Leavitt the year just past has been most gratifying. Her untiring vigilance and earnest effort is responsible for better management and more economical operation, and we wish to assure her of the unquestioning support of the Board of Managers.

As stated in our last annual report we are indeed fortunate in our present office staff. The experience of the year just past only strengthend this belief. Mr Denham is ever watchful of the management of the Home and always kindly disposed to help any and all members in any problems large or small, which disturb the even tenor of their lives. Miss Bain our matron is to be commended for her efficient management and is untiring in her efforts for the comfort and happiness of those under her care. Mrs Pogson, the office secretary who is most capable and efficient and a great favorite with the old people. Being always at all times to solve any difficulty that may arise and fill any gap in the daily routine of the Home. Too much can not be said in commendation of our Head Nurse, Mrs Caroline Willson, whose vigilance and care add greatly to the well being of our members; she is loved by all. A word of appreciation is extended to Dr Rumwell for his faithful attention and conscientious advise to those who require his professional services. We regret the passing of Dr Edward Glaser who for years gave his services required. We also wish to say a word of appreciation to our present volunteer Mr Smith for his zeal and interest in the economical operation of his department. The various committees of our Board have done excellent work and in behalf of the co workers I take this opportunity to thank them.

During the past year eleven members were received, one withdrew when her probation expired and eighteen have passed away. We now have at present 150 members, 107 women and 43 men. We have accommodations for 179.

ANNUAL REPORT (Continued)

Numerous essential improvements have been made during the last year; as it is always the aim of our Board of Managers to keep the House in order to the best of our ability.

Special thanks are due to the many kind and interested friends and organizations whose splendid programs add to the pleasure of the leisure hours of our members. The following have rendered most delightful programs during the year: Mr Houston, Mrs J. Lowery, Mr Campbell, Orchestra of C.W.A. under Mr Attl, Girls from Miss Burke's School, Columbia Park Boys, Miss Lancel, Mr Stapff, Mr Sasso, Mrs Campbell, Mr Surgert the engineer of the Oakland bridge, Mrs Ames, Mrs M. Kisinbury, Miss June Ames, Mrs Clara Donnelley, Mrs Floydwright and Mr Paul Brann.

In addition many pleasant programmes and socials have been supplied by members themselves.

A few gifts have been donated during the year, namely:  
\$5 for hymn books by Miss Anne Gordon, Flowers from S.F. Flower and Fruit Guild, Flowers from Merry League of National Plant and Fruit Guild, \$5 to nursing department from Mrs C.M. Wollenberg. Present for Christmas from Dr Coulson of Billiard table and large oil painting. Parcel of real estate in Pleasanton from Miss M. O'Connor. \$10 from Mrs Wildasinn, three steel engravings from Mrs H.F. Muller.

Dr Coulson intends to present a Sun-Dial to the home and we wish to extend appreciation for the kindly spirit which prompted them. Only after due consideration did we feel unable to accept the property presented by Miss O'Connor, feeling that it established a questionable precedent and also might tend to cast a reflection upon the care given by the Home to its members.

Each department in the Home is to our knowledge functioning in coordination with the other and the atmosphere prevailing in the Home is one of harmony and contentment. It is indeed a pleasure to be associated with those who comprise our present Board.

Respectfully submitted,

*Edith D. Walcup*

Secretary.

SPECIAL MEETING.  
May 24, 1954. 11 a.m.

Present: Mesdames: Bates, Bean, Gay, Andrews, Whicher, Tufts,  
Holder, Dick, Borda, Willits, Leavitt.

Consideration of proposed installation of American District Telegraph Aero Automatic Fire Alarm system in the Home - recommended by Board of Trustees, annual rental cost \$1280.00. Thoroughly discussed and on motion by Mrs Tufts, seconded by Mrs Holder the installation was authorized by unanimous vote.

Removal of gas from old pipes in the building and the installation of new piping to cover our present needs at a cost of \$150 estimate was considered. On motion by Mrs Andrews seconded by Miss Willits, this work was ordered.

On demand from the Board of Health, suitable valves are to be installed at our expense to prevent possible contamination of city water from our well - approved.

There being no further business the meeting adjourned.

*Edith D. Waekeup*

Secretary pro tem.