

MAINE STATE LEGISLATURE

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Public Documents of Maine:

BEING THE

ANNUAL REPORTS

OF THE VARIOUS

Public Officers  Institutions

FOR THE YEAR

1893.

VOLUME II.

AUGUSTA :

BURLEIGH & FLYNT, PRINTERS TO THE STATE

1893.

TWENTY-SECOND ANNUAL REPORT

OF THE

Military and Naval Orphan Asylum

AT

BATH, ME.

1892.

AUGUSTA:

BURLEIGH & FLYNT, PRINTERS TO THE STATE.

1893.



PRESIDENT'S REPORT.

To His Excellency, the Governor and the Honorable Council :

GENTLEMEN :—The trustees have the honor to hereby present their annual report of the Military and Naval Orphan Asylum at Bath with those of the treasurer, committee on children and lady visitors.

Sixty-three children have been under our care the past year whose ages are from five to fifteen years. The report of the committee on children accompanying this gives full information regarding those who have been in the Home in the period covered by this report.

The health of the children has been excellent, being even better than that of those in our own families. Too much credit for this cannot be given to the matron and her assistants for their faithful care under the skillful guidance of Dr. Charles A. Packard, physician of the Home. It is again our pleasure to bear testimony to the remarkable skill of our matron, Mrs. Stetson whose motherly interest in those under her care is a model for those occupying similar positions. We are also most fortunate in retaining the services of the housekeeper, Miss Chase to whose careful supervision much of the financial success of the institution is due.

During the ten years that a majority of the present trustees have been on the board, there have been but three deaths in the Home, and two of these were known to be consumptives when admitted. When we remember that about one hundred different children have been there each year it is a record

that we can point to with pride and I think a comparison in a like institution is hard to find.

The interest of the public in the Home is well manifested by the continuation of those courtesies which it has been our pleasant duty to mention in all previous reports. We feel that this interest is deserved, for no similar institution can point with more pride to those who for the most important period of their lives have enjoyed the blessings of our Home. Many who were inmates in former years are now ministers, teachers and merchants, and often captains visiting our port take especial pains to tell of the benefits of the Home which they themselves or officers under them have enjoyed.

Twenty-seven years have passed since the act of incorporation was approved and it seems to the trustees that the time has come to refer to Section 6 of the act. It is as follows :

“Section 6. Upon the final execution of the purposes herein specified as the object of this incorporation, viz: the support and education of the orphans and half orphans of persons engaged in the service of the United States during the recent Rebellion, said asylum shall continue the exercise of its corporate powers as an institution for the education and support of such orphans and half orphans of this State as the trustees, under the direction of the Legislature, may deem eligible to admission therein.”

Under the original and amended act the applications for admission are naturally falling off and we intend to ask the coming Legislature to direct the trustees what children in the future may be deemed eligible. Bearing in mind the original purpose of the asylum we will recommend that a preference be given to the descendants of those residents of our State who served in the Civil War and who from poverty are unable to suitably rear and educate their children. If any vacancies thereafter remain we will recommend that the trustees be empowered to admit orphans and half orphans in needy circumstances independent of the requirements of the original act. We are induced to recommend this preference for the descendants of those who served in the War of the Rebellion from the

fact that during the past two years we have received a number of applications for the grandchildren of Maine veterans, as well as for children whose fathers, although residents of Maine did not serve on *her quota*, and these applications we were obliged to deny being contrary to the act.

Two years ago we were given an appropriation of eight thousand dollars a year for current expenses, and five hundred a year for repairs, and by the strictest economy consistent with the welfare of the inmates of the Home we are able to finish the year with a balance in the treasury of seven dollars and fifteen cents. We therefore ask that the same amount be again appropriated for the years 1893 and 1894.

Should our request for a change in the act of incorporation be made we beg that the amount of ten thousand dollars annually be appropriated as the increased number to be cared for will call for such a sum.

In asking for this appropriation we feel that the money will be devoted to such a purpose as will bring the State and its citizens profit and honor.

In behalf of the trustees,

SETH T. SNIPE, *President.*

Bath, Maine, January 2, 1893.

**H. A. DUNCAN, TREASURER, IN ACCOUNT WITH BATH
MILITARY AND NAVAL ORPHAN ASYLUM.**

		DR.		
1892.				
January 18....	To received of State Treasurer		\$2,000 00	
April 6.....	insurance on stores destroyed by fire March 24.....		70 00	
June 11.....	of State Treasurer.....		6,000 00	
December 31..	interest on invested fund.....		757 44	
				\$8,827 44
		CR.		
1892.				
January 1....	By balance of last year.....			\$511 15
December 31..	pay rolls		\$2,544 02	
	medical attendance, nursing and medicines..		243 40	
	freight, trucking and hacking		64 58	
	provisions and groceries		2,057 34	
	milk		428 65	
	boots, shoes and repairing same.....		547 72	
	books and stationery		120 33	
	dry goods, clothing and bedding		903 62	
	traveling expenses trustees and lady visitors		51 40	
	water		75 00	
	light		207 80	
	fuel		470 06	
	millinery.....		43 45	
	crockery and kitchen ware.....		158 59	
	furniture and repairs on same		18 63	
	ordinary repairs on buildings		151 98	
	not classified		222 57	
				\$8,309 14
	Balance on hand to new account			7 15
				\$8,827 44
1892.				
December 31..	Balance brought down.....		\$7 15	
		EXTRA REPAIR ACCOUNT.		
January 18....	To received of State Treasurer		\$500 00	
May 4.....	collected of Merchants' Insurance Company, New Jersey, loss on play house.....		232 50	
	carried to general expense account to balance (including ordinary repairs on buildings)..		16 77	
	By balance of last year's account.....			\$516 77
	paid S. C. Lord repairs on play house, per contract			232 50
			\$749 27	\$749 27

Respectfully submitted,

H. A. DUNCAN, Treasurer.

We have examined the bills and accounts of the past year and find them correctly entered and a voucher on file for every entry. We have also examined the securities in the hands of treasurer and find them correct, and also find the property all insured in what we believe to be sound and reliable companies.

W. H. WATSON,
J. G. RICHARDSON, } Ex. Committee.
S. T. SNIPE,

Bath, December 30, 1892.

VISITING COMMITTEES' REPORT.

Mr. Watson :

DEAR SIR: I see little that calls for suggestions from me. I am aware that "eternal vigilance" is wise, but I know that the matron and housekeeper of the "Home" need no watching. They would do their duty faithfully under any circumstances. I sometimes think them too reticent about personal needs. I know of no modern institution of similar kind where there is not some bath-room conveniences for the family, separate from that for the "inmates." And I have wondered that this has not come into the plans when repairs have been made at the "Home."

May it not be possible during the next year to secure an appropriation for this purpose. I am quite sure that a very simple room will satisfy the matron. Pardon me if I have stepped over limit in making this suggestion. I wish to add this testimony to my former testimonies, relating to the children. They receive helpful training that fits them for good positions when they leave the Institution.

During the year I have made the usual number of visits, and have been satisfied that the children are well clothed and fed.

The matron informs me that there has been an average of good health, equal to former years. And the numbers have not varied greatly, fifty-eight being the largest and forty-three (I think) the smallest number.

Respectfully,

Mrs. THOMAS H. RICH.

LEWISTON, ME., December 15, 1892.

While the Bath Military and Naval Orphan Asylum is under the present management one can speak only in praise of the manner in which its affairs are conducted.

In going through the house I am always impressed with its exquisite tidiness in every particular. The pretty new dining room adds much to the convenience and attractiveness of the house as all who enjoyed the pleasant tea drinking soon after its completion will testify.

There has been but little sickness among the children the past year and their healthful appearance and happy faces bear witness to the faithful and motherly care that is over them constantly.

FRANCES A. PACKARD.

1 NORTH STREET, December 22nd, 1892.

BATH, ME., December 21, 1892.

To the Bath Military and Naval Orphan Asylum :

Mr. Watson :

DEAR SIR: Since 1884 I have been a lady visitor at the Home. I have had an opportunity to inspect all parts of the house. I consider the managers have fulfilled their duties in every respect. Each year the needed improvements have been made adding to the house a homelike appearance.

Mrs. Stetson still retains the love and affections of the children, and with the efficient help in the other departments the Home is all one could desire.

Respectfully,

Mrs. E. F. DONNELL.

To Mr. W. H. Watson, Secretary of the Bath Orphan Asylum :

DEAR SIR: It gives me pleasure to express my unqualified approval of the present condition of the Home. Each visit of the past two years has served to strengthen my previous conviction that all possible is being done not only for the physical welfare of the children but also for their spiritual instruction. I have no criticism

to offer. In consideration of Mrs. Stetson's more than efficient management I can only express what I feel to be the desire of all friends of the Home, that the welcome provision of the private dining-room be followed by other personal comforts just as far as may be compatible with the best interests of the Institution.

Most respectfully yours,

FRANCES R. JOHNSON.

BRUNSWICK, December 16th, 1892.

ROCKLAND, December 21st, 1892.

Mr. W. H. Watson:

DEAR SIR: Since my appointment as one of the lady visitors of the Home I have made two visits and I can truly say it will be one of the pleasantest records in my life. I had no idea of the management of the Home until my visit, and I think it wonderful the manner it is conducted. The neatness and order prevailing and the loving care of the matron, Mrs. Stetson, and as far as I could see, every child seemed happy.

I sincerely think Mrs. Stetson is the right person in the right place and I think it would be hard to find her equal for the management of such an institution, and it seems to me it is the duty of the trustees of the asylum to look well for her comforts. The only suggestion I have is a water closet and I think it very much needed.

Respectfully yours,

MRS. Z. O. BRAGG.

CHILDREN IN THE HOME IN THE YEAR 1892.

Name.	Residence.	Age.	Parent.	Service.
Abbott, Mabel.....	Brunswick	11	Abbott, William	12th Maine.
Benson, Lewis.....	Buckfield.....	9	Benson, Thomas S.....	1st Art.
Benson, William A.....	"	7	"	1st Art.
Bean, Huldah H.....	Bradford	12	Bean, Charles E.....	15th Maine.
Burns, Rosa.....	Rockland	9	Burns, George W.....	12th Maine.
Burbank, Maud.....	Biddeford	13	Burbank, Wm. M.....	5th Maine.
Collins, George.....	Chelsea	8	Collins, James.....	Navy.
Cowing, Charles E.....	Thomaston.....	10	Cowing, Edward S.....	4th Maine.
Cowing, Harrison H.....	"	7	"	4th Maine.
Crocker, Elsie M.....	Fort Fairfield..	12	Crocker, Abner.....	16th Maine.
Clark, Arthur B.....	Old Town	12	Clark, Samuel A.....	11th Maine.
Clark, Joseph.....	"	8	"	11th Maine.
Champion, Oliver M.....	Houlton	10	Champion, William	12th Maine.
Champion, Gaylord B.....	"	7	"	12th Maine.
Curran, William E.....	Boothbay	9	Curran, William	U. S. Inf.
Curran, Edward D.....	"	8	"	U. S. Inf.
Coombs, Henry E.....	Mattawamkeag	10	Coombs, H. H.....	6th Maine.
Doyle, Mary.....	Lewiston	15	Doyle, Nicholas	1st Battery.
Dale, Cora E.....	Gardiner	14	Dale, James E.....	17th Maine.
Dale, Walter G.....	"	10	"	17th Maine.
Davis, Charles.....	Hartland	11	Davis, Charles E.....	9th Maine.
Erskine, Harry E.....	Phippsburg	9	Erskine, Lloyd S.....	29th Maine.
Flagg, Lillian.....	Lewiston	14	Flagg, Abel.....	13th Maine.
Flagg, Maggie.....	Lewiston	13	Flagg, Abel.....	13th Maine.
Foster, John E.....	Portland	15	Foster, James E.....	7th Maine.
Foster, Walter W.....	"	11	"	7th Maine.
Foster, Arthur S.....	"	8	"	7th Maine.
Hatch, Herbert C.....	Bowdoinham ..	11	Hatch, George M.....	19th Maine.
Hodges, Katie.....	Portland	15	Hodges, Thomas H.....	1st and 10th.
Hodges, Thomas.....	"	11	"	1st and 10th.
Harlow, Fred.....	Turner	12	Harlow, W. H.....	9th Maine.
Lord, Josie B.....	Easton.....	14	Lord, Edward.....	29th Maine.
Lord, Freeman C.....	"	11	"	27th Maine.
Lancaster, Laura P.....	Lincoln.....	15	Lancaster, Zelotas	1st Cavalry.
Lancaster, Henry.....	"	13	"	1st Cavalry.
Lawrence, Mertie.....	Carmel	12	Lawrence, Henry.....	7th Maine.
Kimball, Lillie D.....	Randolph	12	Kimball, Charles M.....	5th Battery.
Kimball, Charles M.....	"	9	"	5th Battery.
Kimball, David L.....	Southport	8	" David.....	19th Maine.
Maloney, Jennie.....	Lewiston.....	15	Maloney, Patrick.....	1st Cavalry.
Maloney, Walter P.....	"	13	"	1st Cavalry.
Monk, Inez E.....	East Sumner..	11	Monk, Sidney S.....	23d Maine.
Monk, Sarah.....	"	9	"	23d Maine.
Proctor, Annie.....	Paris.....	13	Proctor, Madison C.....	5th Battery.
Proctor, Percy.....	"	10	"	5th Battery.
Richards, Lillian.....	Searsmont.....	12	Richards, Uriah.....	10th Maine.
Norcross, Blanche.....	Hallowell.....	9	Norcross, Charles.....	Navy.
Norcross, Ernest.....	"	5	"	Navy.
Rowe, Hiram B.....	Skowhegan.....	13	Rowe, James E.....	9th Maine.
Pinkham, Wm. H.....	Presque Isle ..	10	Pinkham, Josiah.....	28th Maine.
Marston, Daniel E.....	Randolph.....	9	Marston, George W.....	7th Battery.
Sedgley, Wm. S.....	Bowdoinham..	11	Sedgley, John E.....	7th Maine.
Sedgley, Ada.....	"	9	" Benjamin.....	7th Maine.
Sedgley, Myram E.....	"	11	"	7th Maine.
Saunders, Edward H.....	Woolwich.....	11	Saunders, John A.....	4th U. S.
Saunders, William C.....	"	9	"	4th U. S.
Scott, Hannah.....	Augusta.....	12	Scott, Charles A.....	9th Maine.
Scott, Frank.....	"	10	"	9th Maine.
Thompson, Wm. C.....	Auburn	8	Thompson, C. A.....	17th Maine.
Winslow, Ethel.....	Gardiner.....	12	Winslow, Charles B.....	3d Maine.
Welch, Georgia.....	Hampden, Va..	11	Welch, Thomas.....	6th Maine.
Welch, Thomas P.....	"	9	"	6th Maine.

ACT OF INCORPORATION.

An act to incorporate the Bath Military and Naval Orphan Asylum.

Be it enacted by the Senate and House of Representatives in Legislature assembled, as follows :

SECTION 1. John Patten, George F. Patten, Charles Davenport, Oliver Moses and J. P. Morse, their associates, successors and assigns, are hereby constituted a body politic and corporate, by the name of the Trustees of Bath Military and Naval Orphan Asylum, for the purpose of rearing and educating, gratuitously, in the common branches of learning and ordinary industrial pursuits, the orphans and half orphans of officers, soldiers seamen and marines who have entered the service of the government from Maine during the war for the suppression of the rebellion, and have died while in said service, or subsequently from wounds received, or injuries or disease contracted while in said service; and shall have all the powers and be subject to all the duties and liabilities of like corporations in this State.

SECTION 2. If the aforesaid corporators shall within two years raise the sum of twenty thousand dollars, and shall exhibit satisfactory evidence to the Governor and Council that the same is duly and permanently secured for the purposes named in this act, then the Governor shall be authorized to draw his warrant on the State Treasurer for the sum of six hundred dollars, annually, in favor of said corporation, to be by them applied in manner satisfactory to the executive, to carry out the objects herein named.

SECTION 3. Of the twenty thousand dollars to be raised by these corporators, not less than one-fourth part thereof shall be judiciously invested in productive and improved real estate, consisting of not less than twenty-five acres of land, with dwelling house and customary out-buildings, for the occupancy of said orphans and those having charge of them, and fifteen hundred dollars, at least of said subscription shall be prudently invested in stock, farming utensils, and other personal property necessary for the profitable cultivation of said land, which investment shall be made prior to the reception of the donation from the State herein provided.

SECTION 4. There shall be chosen, annually, for the government of said asylum, seven trustees from the members of said corporation, four of whom shall be selected by the Governor and Council.

SECTION 5. The trustees shall elect, annually, one of their number to be president of the board. They shall appoint a clerk and treasurer, both of whom shall be sworn, and shall hold their offices at the pleasure of the trustees. The clerk shall record all proceedings of the board, and copies of their records certified by him shall be evidence in all cases in which the originals might be used. The treasurer shall be required to give suitable bond, and to renew the same whenever the trustees shall require.

SECTION 6. Upon the final execution of the purposes herein specified as the object of this incorporation, viz: the support and education of the orphans and half orphans of persons engaged in the service of the United States during the recent rebellion, said asylum shall continue the exercise of its corporate powers as an institution for the education and support of such orphans and half orphans of this State as the trustees, under the direction of the Legislature, may deem eligible to admission therein.

[Approved February 23, 1866.]

STATE OF MAINE.

IN THE YEAR OF OUR LORD ONE THOUSAND EIGHT HUNDRED AND EIGHTY-FIVE.

An Act to amend "An Act to incorporate the Bath Military and Naval Orphan Asylum."

Be it enacted by the Senate and House of Representatives in Legislature assembled, as follows :

Section 1. Section one is amended as follows, by striking out all after the word "the," in the eighth line, and the word "and," in the eleventh line, and inserting the words following, namely ; 'military or naval service of the United States government on the quota of Maine, during the war for the suppression of the rebellion, and have died subsequently, or who from age, poverty or disease are unable to rear, maintain and educate any of such children,' so that the section, as amended, shall read :

'Section 1. John Patten, Geo. F. Patten, Charles Davenport, Oliver Moses, and J. P. Morse their associates, successors and assigns are hereby constituted a body politic and corporate by the name of the trustees of the Bath Military and Naval Orphan Asylum, for the purposes of rearing and educating, gratuitously, in the common branches of learning and ordinary industrial pursuits, the orphans and half-orphans of officers, soldiers, seamen and marines who have entered the military or naval service of the United States government, on the quota of Maine, during the war for the suppression of the rebellion, and have died subsequently, or who from age, poverty or disease are unable to rear, maintain and educate any of such children, and shall have all the powers and be subject to all the duties and liabilities of like corporations in this State.'

Section 2. Section five is hereby amended, by adding the following : 'The president, clerk and treasurer, shall act as a board of guardians of all the children who are members of said asylum, and shall have all the powers and authority granted by law to guardians, and shall be authorized

to bind out, indenture, or give away for adoption, with the consent of their parents, any of the children under their custody, when in their opinion and judgment, it is deemed for the advantage and benefit of said children,' so that said section as amended shall read as follows:

'Section 5. The trustees shall annually elect one of their number to be president of the board. They shall appoint a clerk and treasurer, both of whom shall be sworn, and shall hold their offices at the pleasure of the trustees. The clerk shall record all proceedings of the board, and copies of their records certified by him, shall be evidence in all cases in which the originals might be used. The treasurer shall be required to give suitable bond, and to renew the same whenever the trustees shall require. The president, clerk and treasurer shall act as a board of guardians, of all the children who are members of said asylum, and shall have all the powers and authority granted by law to guardians, and shall be authorized to bind out, indenture or give away for adoption, with the consent of their parents, any of the children under their custody, when in their opinion and judgment it is deemed for the advantage and benefit of said children.'

BY-LAWS

OF

Bath Military and Naval Orphan Asylum.

ARTICLE 1. This association shall be called the Bath Military and Naval Orphan Asylum, the objects and designs of which are to afford a home, food, clothing and education for destitute orphan children of soldiers, sailors and marines in the late war of the rebellion, to put them in the way of learning some useful trade or occupation, or otherwise provide for them till they have attained a suitable age to take care of themselves.

ART. 2. Any person may become a member of this association, during its pleasure, by a vote thereof, and on the payment of twenty-five dollars, any one shall become a member for life, by a vote of the association to that effect.

ART. 3. This association shall meet annually on the first Monday in January, public notice of which shall be given at least three days in one or more daily newspapers, at which meeting there shall be elected *three* gentlemen as trustees, and six lady visitors, not more than *two* (2) to be resident of the same town or city, who shall respectively hold their office until others are chosen to fill their place. The officers of the board of trustees shall be officers of the association, and seven members shall constitute a quorum.

ART. 4. Special meetings of the association shall be held at the request in writing of five members, to be called by the president, or in his absence by the secretary, in the same manner as the annual meeting.

ART. 5. The board of trustees shall consist of seven gentlemen, four appointed by the Governor and three to be chosen by the association at their annual meeting in January. They shall choose their own officers, fill vacancies that occur in their board, and also in board of lady visitors, during the remainder of the year, and make all needful by-laws and regulations, and three members shall constitute a quorum.

ART. 6. The board of trustees shall have the control and management of all real estate, investments, personal securities and other funds belong-

ing to the association, and shall exercise a general supervision over the asylum, and do all which its best interests, in their judgment, require, and report their doings in detail to the association at its annual meeting.

ART. 7. The lady visitors are expected to visit the asylum from time to time, and carefully observe the condition and internal management thereof, reporting annually, in writing, to the trustees, on or before the 15th of December, the result of their inspection, and at any other time when they shall deem it desirable for the interest of the institution.

ART. 8. These by-laws shall not be altered or amended, except at an annual or special meeting of the association, at which not less than ten members shall be present.

ART. 9. All by-laws inconsistent or conflicting with the above are hereby repealed.

The above are as amended and adopted at the annual meeting of the association, January 7, 1884.

W. H. WATSON, *Secretary.*

By-Laws of the Board of Trustees.

Article one amended May 13, 1889, to read as follows :

ARTICLE 1. The board of trustees shall meet on the first Monday of January of each year for the purpose of organization. Stated meetings of the board shall occur quarterly on the second Monday of April, July and October at 7.30 o'clock P. M. Special meetings shall be had upon the written request of three trustees, by call of the president, or in his absence, of the secretary.

ART. 2. At each annual meeting the board shall elect, by ballot, a president, secretary and treasurer, an executive committee of three of its members, and a committee of one or more on reception and disposal of children, which committees shall continue to perform the duties charged upon them until their successors are elected. The executive committee shall have in charge all the interests of the asylum which are not otherwise provided for in these by-laws; shall make all necessary purchases, engage or dismiss assistants employed in the institution, see that needed repairs are made, and report their doings at each monthly meeting of the board, for its action thereupon. All bills against the asylum, with accompanying vouchers where possible, shall be required to be approved by a majority of the Executive Committee or by vote of the board at a meeting, before being paid by the treasurer. It shall be the duty of the Committee on Reception and Disposal of Children to entertain any and all propositions which may be made for receiving such orphans or half-orphans to the asylum as are entitled to its privileges, and to admit them to the institution, subject to the approval of the board at its next meeting. This committee shall also receive applications from parties desiring to adopt children who are full orphans, or to furnish homes for half-orphans, to investigate the character of the applicants, and if found satisfactory, to so report at the next subsequent meeting of the board, when, if objection is not made by the surviving parent, the board may direct that such half-orphans be placed in the proffered homes. No child shall be received to or removed from the asylum, except by approval of this committee or of the board of trustees, nor shall any half-orphan be received or removed except upon the approval of its surviving parent.

ART. 3. At each monthly meeting, or oftener, the lady visitors may make a report or statement to the trustees in reference to the asylum, and such action may be taken thereon as seems best. The report or statement shall be made in writing, dated and signed by the visitor or visitors.

ART. 4. The treasurer shall have charge of all moneys collected for the association, pay orders drawn upon him under a resolution of the board or by the approval of the Executive Committee. He shall give a bond which shall be satisfactory to the trustees; shall invest or hold all funds under their direction; shall keep an accurate account of his receipts and payments in a book for that purpose, which shall be open to the inspection of the trustees; and shall make an annual report to them, and also the association, at their annual meeting.

ART. 5. The secretary shall keep a record of the proceedings of the board of trustees, and report the same at its meetings. He shall give notice in writing of all stated and special meetings of the board.

ART. 6. These by-laws shall take effect from their adoption by the board. They may be altered or amended at a stated meeting by vote of a majority of the full board, notice having been given of the proposed alteration at a previous meeting.

ART. 7. Previously adopted by-laws, inconsistent with the foregoing, are hereby repealed, and amendments to such by-laws, conflicting with these, are declared void.

ART. 8. These by-laws, together with those of the association, and the statement of duties of employees, and regulations for government of the asylum, shall be read at each annual meeting of the board of trustees. They shall be conspicuously entered in the book of records, on pages set apart for them, and amendment or alterations shall be entered immediately after adoption, on pages reserved for that purpose following the entry of the by-laws.

The foregoing are as amended and adopted October 1, 1883.

W. H. WATSON, *Secretary.*

Duties of Employes, and Regulations for the Government of the Military and Naval Orphan Asylum.

THE MATRON

shall be recognized as the head of the family, which will be understood as including the orphans of the asylum and its employes. Under the advice and direction of the trustees, she shall have control of all that appertains to the welfare of the inmates.

She shall keep, in a book used for that sole purpose, a record of each child received to the asylum; of its age, full name, previous residence, military or naval service of its father, and any other information she may be able to obtain respecting its previous history, that may be likely to be of future worth to such child. She shall also keep a record, of form available to the Trustees, of all children removed from the asylum to other homes, giving name, age and parentage, and the name and residence of the persons who receive them. In case of the return of children who have been placed in other homes, she shall learn from the Committee on Reception and Disposal of Children, the alleged reasons for their return, and record them with re-entry of the child's name.

She shall keep a true account of the time and wages of employes, whose bills for services shall be audited by her before they can be paid.

She shall cause all children whose health permits, to attend some church and the Sunday school connected therewith, at least once on each Lord's day. The previous religious training of the children shall be respected. They shall attend these services in charge of an employe or inmate of the asylum, to be designated by the Matron, or of some person selected therefor by the church at which the children attend.

She shall have power to temporarily suspend any employe for misdemeanor or disobedience of instructions, reporting such suspension at once to the Executive Committee, who alone shall have authority to make final disposition thereof.

In her temporary absence she may designate any employe to take her place, and such person will be the Acting Matron, and governed by the foregoing rules.

THE HOUSEKEEPER

shall be responsible to the Matron for the general cleanliness and order of the house; for the purchase, care and preparation of the food; for the proper performance of the laundry work, and for the conduct of the servants.

THE STEWARD AND GARDENER

shall have general oversight of the grounds and building; the care of the boilers and of the live stock, and of the out-door work, consulting with and being directed by the Matron and the Executive Committee.

As need may require, and the number of inmates may warrant, a detail of boys shall be made by the Matron to assist him and be instructed by him. These boys shall be under his order during the time designated by the Matron, and any insubordination or impropriety on their part will be promptly reported to her by him. In no case will he be permitted to administer punishment to any child.

OTHER EMPLOYEES

will perform their respective duties as defined by the Matron, their right being recognized to state grievances of complaints directly to any member of the Executive Committee.

Employees will not be allowed at any time to absent themselves from the Home, without first receiving the consent of the Matron, and they will always, when leaving the asylum, leave the keys of apartments in their charge with the Matron. They are not permitted to receive visitors at the asylum, except upon permission of the Executive Committee. This regulation is not to be construed as forbidding them to receive occasional callers.

It is a condition of engagement of employees, that they are to devote their entire time and attention to the duties required of them, and so much of these regulations as define those duties shall be read to them before they enter upon their work.

NO INMATES

of the asylum, except the Matron, Housekeeper, and Steward and Gardener, are permitted in the garden or stable except as before provided for the details of boys, unless by consent of the Matron or Gardener.

Doors will be locked and lights extinguished by ten o'clock P. M., save by special commission otherwise, given by the Matron and approved by the Executive Committee.

Boisterous play or loud conversation inside, or with persons outside the house is positively forbidden.

PUNISHMENT.

While for the maintenance of proper discipline, punishment of some sort may be necessary, it should not be resorted to until kindly methods have been fully tried and found unavailing. And in any case, the Matron shall, on assuming her duties, receive instructions from the Executive Committee as to methods of punishment to be followed.

RELIGIOUS SERVICES,

of a character approved by the Executive Committee, shall be held at least once daily, under direction of the Matron, and shall be attended by all children not excused because of sickness or other absolutely necessary cause.

NEGLECT OF THESE DUTIES

or want of conformity to these regulations, on the part of any employe of the asylum, and persistence therein, will be regarded as sufficient cause for dismissal.

THESE RULES

shall go into effect from the date of their adoption by the Board of Trustees, and every employe shall be at once made acquainted with their requirements.

[Approved and adopted October 1, 1883.]