

File Copy under Appropriation

BY-LAWS FOR THE GOVERNMENT OF THE BOARD OF TRUSTEES OF
DEARBORN SEMINARY OF CHICAGO.

Enacted June ,1899.

1. MEETINGS.

1. The annual meeting of the Board of Trustees of the Dearborn Seminary shall be held on the Monday following the graduating exercises of the Seminary every year.

2. Special meetings shall be called at any time by the Secretary upon the request of the President of the Board or three members of the Board.

3. The call for a special meeting shall give at least one of the items of business to be considered and shall be mailed by the Secretary to every member of the Board at least five days previous to the time of the meeting.

II. QUORUM.

1. Five members of the Board of Trustees shall constitute a quorum for the transaction of business.

III. TRUSTEES.

1. The trustees for the first year shall classify themselves by lot into three classes of three members each, which classes shall be known as the first, second and third classes. The term of office of the first class shall expire at the annual meeting in June, 1900, and the terms of office of the other classes annually thereafter in the order of their numbers. At every annual meeting, beginning in June, 1900, three trustees shall be elected by the trustees by ballot. Vacancies occurring by death, resignation, removal or otherwise shall be filled for the unexpired term by the Board at its first meeting after the vacancy occurs. The member elected shall belong to the class in which the vacancy occurred.

BY-LAWS FOR THE GOVERNMENT OF THE BOARD OF TRUSTEES OF
DEARBORN SEMINARY OF CHICAGO.

Enacted June, 1892.

I. MEETINGS.

1. The Annual meeting of the Board of Trustees of the Dearborn Seminary shall be held on the Monday following the graduating exercises of the Seminary every year.

2. Special meetings shall be called at any time by the Secretary upon the request of the President of the Board or three members of the Board.

3. The call for a special meeting shall give at least one of the items of business to be considered and shall be mailed by the Secretary to every member of the Board at least five days previous to the time of the meeting.

II. QUORUM.

1. Five members of the Board of Trustees shall constitute a quorum for the transaction of business.

III. TRUSTEES.

1. The trustees for the first year shall classify themselves by lot into three classes of three members each, which classes shall be known as the first, second and third classes. The term of office of the first class shall expire at the annual meeting in June, 1900, and the terms of office of the other classes annually thereafter in the order of their numbers. At every annual meeting, beginning in June, 1900, three trustees shall be elected by the trustees by ballot. Vacancies occurring by death, resignation, removal or otherwise shall be filled for the unexpired term by the Board at its first meeting after the vacancy occurs. The member elected shall belong to the class in which the vacancy occurred.

IV. OFFICERS.

1. At the annual meeting after the election of Trustees, the Board shall organize by electing by ballot the following officers to serve for one year or until their successors are elected and qualified: A President, a Vice-President, a Secretary, a Treasurer. The President, Vice-President and Treasurer shall be chosen from among the members of the Board.

2. In the event of a failure to elect any or all of said officers, or in case of any vacancy from any cause, an election may be held for the unexpired term at any meeting called for that purpose.

3. The officers shall perform such duties as are implied by their respective titles.

V. THE EXECUTIVE COMMITTEE.

1. The Executive Committee shall consist of three members of the Board, chosen annually by ballot.

2. The Committee shall have all the powers and discharge all the duties of the Board in the intervals between sessions of the Board, and shall report its proceedings to the Board of Trustees.

3. Two members of the Committee shall constitute a quorum for the transaction of business.

4. The President of the Board shall be the Chairman and the Secretary of the Board shall be the Secretary of the Committee.

5. In case of inability of any member of the Committee to act, the Committee may appoint some other member of the Board to fill the place ad interim.

6. These by-laws may be amended or repealed at any meeting of the Board by a vote of two-thirds of the members present, provided a notice of the proposed change shall be given at least one week in advance.

IV. OFFICERS.

1. At the annual meeting after the election of Trustees, the Board shall organize by electing by ballot the following officers to serve for one year or until their successors are elected and qualified: A President, a Vice-President, a Secretary, a Treasurer, The President, Vice-President and Treasurer shall be chosen from among the members of the Board.
2. In the event of a failure to elect any or all of said officers, or in case of any vacancy from any cause, an election may be held for the unexpired term at any meeting called for that purpose.
3. The officers shall perform such duties as are implied by their respective titles.

V. THE EXECUTIVE COMMITTEE.

1. The Executive Committee shall consist of three members of the Board, chosen annually by ballot.
2. The Committee shall have all the powers and discharge all the duties of the Board in the intervals between sessions of the Board, and shall report its proceedings to the Board of Trustees.
3. Two members of the Committee shall constitute a quorum for the transaction of business.
4. The President of the Board shall be the Chairman and the Secretary of the Board shall be the Secretary of the Committee.
5. In case of inability of any member of the Committee to act, the Committee may appoint some other member of the Board to fill the place ad interim.
6. These by-laws may be amended or repealed at any meeting of the Board by a vote of two-thirds of the members present, provided a notice of the proposed change shall be given at least one week in advance.

431 Oak St-
August - 6th

Dear Mr Harper -

I waited
for you until today
but I dare not wait
any longer lest I
lose my vacation
altogether. So I am
off for Pelican Lake,
Wisconsin, tonight.
The day after the meeting
of the board I found

a letter at the Seminary
from a girl in Clinton,
Iowa in which she
asked if she could
have a "quadr room"
in our "Hall of Residence"
next year. - This is
the first approach we
have had to a definite
application for a room
and board. Miss Otis
tells me that after Mrs
Craw's resignation all
attempts to place
boarding pupils next

and board. With six²
or eight pupils we could
pay the expenses of the
flats and have the
truition of the girls towards
the expenses of the Seminary,
besides getting a nucleus
for our boarding department
next year. If we
had no pupils we would
lose about \$500. I only
offer this as a suggestion
in case you think that
even one pupil ought not
to be refused. Mr. Miller
went over the ground with

We will can give you
very definite information
about the location. As
the girl wrote to him
I have asked him to
reply ~~but~~ to delay his
reply until he has
something definite to say
shall he tell her that
with ~~the~~ change of
management we have
deferred our boarding
or residence department
until next year or shall
he tell her she shall
have a good room? —
Will you tell him what

you think is that the
poor thing will not
wait too long for a
reply. If I had the
strength of several I
would run the boarding
department myself but
I know that I cannot
do justice to the school
if I undertake anything
more. The time is
short and there is so
much to do that it is
answering as it is.
I am leaving my mother
with a long list of people
to see and write to and I

know that she can do
more for the success of
the school than anyone
I know. If you have
anything to report me
for or suggest a letter
sent - to Pelican Lake
Wisconsin. Care Mrs Thomas
J. Withrow will reach
me within twenty four hours
Regretting that I feel
obliged to trouble you
with what must seem to
you a most trivial matter

I am sincerely yours
Evelyn Mott
Apr 24. 1884. -

year were abandoned.
This may be the only
application that will
be made but there
may be others.
What do you think
ought to be done about
it? - I dislike very
much to bother you but
I have already consulted
with Mrs Pringle
and she thinks the
Board should not be
asked to take up any
more financial burdens -
I investigated the neighbors

- hall of the School
within easy walking
distance and found
two very desirable small
apartments on 20th Street
near Prairie Avenue for
\$30. a month apiece. The
Agent would rent them
until the 1st of May.

They have some drawbacks
but are perfect in location
light and air, and
would accommodate eight
Girls and a Chaperone.
Probably one of the Teachers
would be glad to take the
position for her room

BOARD OF TRUSTEES

JOHN S. MILLER, *President.*

WILLIAM RAINEY HARPER, PH.D., LL.D., *Vice-President.*

ROBERT B. GREGORY, *Treasurer.*

JENNIE FRANCES PURINGTON.

A. C. BARTLETT.

DR. FRANK W. GUNSAULUS.

HELEN VERNER DRAKE. *miss, 2114 Belmont*

FRANCES KINSLEY HUTCHINSON. *(Ann. Charles L.)*

men MARGARETTA ELIZABETH OTIS, *2133 Prairie*

OFFICERS OF GOVERNMENT AND INSTRUCTION

EVELYN MATZ, *Principal and Dean of the Seminary.*

Ph.B., The University of Chicago, 1897; Graduate Student, 1897-99;
Teacher of Science in the University School for Girls, 1897-1900; Dearborn Seminary, 1900-5.

MARY B. HARRIS, PH.D., *Instructor in Latin and Greek.*

A.B., Bucknell College, 1894; A.M., Bucknell College, 1895; Ph.D., The University of Chicago, 1900; Dearborn Seminary, 1903-5.

CLARA LANDSBERG, *Instructor in English and German.*

A.B., Bryn Mawr, 1897; Paris and Munich, 1899-1900; Dearborn Seminary, 1902-5.

CHARLOTTE D. SMITH, *Instructor in Mathematics and Physics.*

S.B., The University of Chicago; Dearborn Seminary, 1903-5.

ELIZABETH SCHMITT, *Instructor in French and History.*

Sorbonne, Paris; Dearborn Seminary, 1905.

KATHRINE LOIS SCOBEE, *Head of the Primary Department.*

Teacher in Goodwin School, 1900-02; Principal of La Vergne Primary School, 1902-03; Dearborn Seminary, 1903-05.

EDITH CAMPBELL, *Instructor in Primary Department and Manual Training.*

Dearborn Seminary, 1902-5.

BEATRICE BUTLER, *Instructor in Music.*

Chicago Conservatory, Chicago; Rafael Joseffy, New York; Carl Textor, Berlin; Head of Musical Department, Kemper Hall, Kenosha, Wis., 1897-1901; Dearborn Seminary, 1901-5.

MARY WOOD HINMAN, *Gymnastic Dancing.*

HISTORICAL STATEMENT

Dearborn Seminary was opened in 1854, and incorporated in 1855, as a school for the education of young women. Almost from the beginning the school was conducted by Mr. Zuinglius Grover, under whose wise management it became an important educational center; in 1885 it came under the efficient principalship of Mrs. Jennie Frances Purington.

In 1899 the Dearborn Seminary was reincorporated; under the name of The Dearborn Seminary of Chicago it passed into the hands of a board of trustees, and became affiliated with the University of Chicago.

LOCATION

The school is located at 2252 Calumet avenue. The Illinois Central and Rock Island Railroads have stations convenient to the school, and within two blocks, the leading street car lines of the south side converge, bringing within easy access the populous residence districts of the southern suburbs.

The immediate surroundings of the school are quiet and attractive. The building, standing on a corner, is commodious, and is well lighted, ventilated, and warmed. The street is shaded and lined by fine residences and well-kept lawns and gardens.

Office of the Principal



The Dearborn Seminary
of Chicago
in affiliation with
The University of Chicago

My dear Dr. Harper:-

Mr. Lilwell, who seems to know, tells me that Dr. Billings has unbounded faith in you and that if you would speak or write a word about the Seminary to him he could influence countless numbers to come here. It seems a pity not to take advantage of this grand opportunity if such you consider it. Meanwhile I see a few people daily and the prospects are fairly encouraging.

Sincerely yours
Evelyn Katz



The University of Chicago
in relation with
The Deane School Seminars
at Chicago

My dear Dr. Hooper:

Mr. Leland seems to have told me
that Dr. Williams has introduced this in your and that of you
will speak in such a way that the University of Chicago
will refuse to consider it. I am sure it seems a pity
not to take advantage of this great opportunity of such a
matter it. I am sure there is a few people only and the University
are fully convinced.

Truly yours
Sincerely yours

The Dearborn Seminary
of Chicago
in affiliation with
The University of Chicago
2252 Calumet Ave.

file under
Mater

My dear Dr. Harper:

I have tried to make an estimate of the probable income and expenses for the coming year but I can do it only on the basis of the past year. I imagine that this year will be much like last year in receipts and expenditures. We received last year from

Mission	\$7,041.54
Household receipts	\$2,985.74
Bazaar + Gifts	\$438.50
Total	\$10,465.78

Contribution

Our expenses were	\$11,025.93
Receipts	\$10,465.78
Deficit.	\$560.15

One half of this deficit is for 1903-4. This debt, which is owing to me, has not yet been paid. When it has been, the school will probably have enough money to carry it through the school year but not beyond the 1st of June 1906. The possibility of staying ^{on after this year} in this building or in this neighborhood is out of the question. The agent for Miss. Coolbaugh is endeavoring to sell the property

The Dearborn Seminary
of Chicago
in affiliation with
The University of Chicago
222 Calumet Ave.

*for
debt
under*

Very dear Dr. Hester:

I have tried to make an estimate

of the probable income and expenses for the coming year but I can do it only on the basis of the past year. I imagine that this year will be much like last year in receipts and expenditures. We received last year

from

Donations	\$7,041.24
Boarding receipts	\$2,982.74
Boarding + gifts	\$438.20
Total	\$10,462.18

Our expenses were	\$11,022.93
Receipts	\$10,462.18
Deficit	\$560.75

Our deficit of this deficit is for 1903-4. This deficit which is owing to me, has not yet been paid. When it has been paid, the school will probably have much money to carry it through the school year but not beyond the 1st of June 1904. The possibility of staying on after this building is in this neighborhood is out of the question. The agent for this building is desirous to sell the building

The Dearborn Seminary
of Chicago
in affiliation with
The University of Chicago
2252 Calumet Ave.

for the value of the land and it would certainly not be advisable to try to find another house in this neighborhood. The residences on Indiana Avenue are being sold and torn down and the school neighborhood is becoming more and more restricted. If any disposal of the school can be made or any combination with any other school seems desirable I think it might be made at this time with advantage to Dearborn.

Sincerely yours
Evelyn Matz

Oct. 30, 1905

The Dearborn Seminary
of Chicago
in affiliation with
The University of Chicago
222 Calumet Ave.

For the value of the land and it would certainly not
be advisable to try to put another house on that
neighborhood. The residence on Indian Avenue are being
over and torn down and the school neighborhood is
becoming more and more restricted. If any school
of the school can be made in any connection with
any other school seems desirable I think it might
be made at this time with advantage to the school.

Sincerely yours
Eugene Smith

Oct 30, 1902

The University of Chicago

Founded by John D. Rockefeller

Office of the President

Chicago,

My dear Sir:-

I am enclosing copy of a letter which I have received from Miss Matz. The letter explains itself and I have thought it wise to put before each of the trustees the facts in the case, in order that we might have the necessary data for determining our future policy. I take it that a meeting of the trustees will be held at an early date to consider the facts here presented.

Yours very truly,

My dear Dr. Harper:

I have tried to make an estimate of the probable income and expenses for the coming year but I can do it only on the basis of the past year. I imagine that this year will be much like last year in receipts and expenditures. We received last year from

Tuition	\$7,041.54
Household receipts	2,985.74
Bazaar and gifts	<u>438.50</u>
Total	\$10,465.78

Our expenses were	\$11,025.93
Receipts	<u>10,465.78</u>
Deficit	\$ 560.15

One-half of this deficit is for 1903-04. This debt which is owing to me has not yet been paid. When it has been the school will probably have enough money to carry it through the school year but not beyond the 1st of June, 1906. The possibility of staying on after this year in the building or in this neighborhood is out of the question.

My dear Dr. Harper:

I have tried to make an estimate of the probable income and expenses for the coming year but I can do it only on the basis of the past year. I imagine that this year will be much like last year in receipts and expenditures. We received last year from

Tuition	\$7,041.84
Household receipts	2,985.74
Bazaar and gifts	<u>438.50</u>
Total	\$10,466.78
Our expenses were	\$11,025.93
Receipts	<u>10,466.78</u>
Deficit	\$ 559.15

One-half of this deficit is for 1903-04. This debt which is owing to me has not yet been paid. When it has been the school will probably have enough money to carry it through the school year but not beyond the 1st of June, 1906. The possibility of staying on after this year in the building or in this neighborhood is out of the question.

The agent for Mrs. Coolbaugh is endeavoring to sell the property for the value of the land and it would certainly not be advisable to try to find another house in this neighborhood. The residences on Indiana Avenue are being sold and torn down and the school neighborhood is becoming more and more restricted . If any disposal of the school can be made or any combination with any other school seems desirable I think it might be made at this time with advantage to Dearborn.

Sincerely yours,

(Signed) Evelyn Matz.

Oct. 30, 1905.

The agent for Mrs. Coolbaugh is endeavoring to sell
the property for the value of the land and it would
certainly not be advisable to try to find another
house in this neighborhood. The residences on
Indiana Avenue are being sold and torn down and the
school neighborhood is becoming more and more re-
stricted. If any disposal of the school can be
made or any combination with any other school seems
desirable I think it might be made at this time with
advantage to Dearborn.

Sincerely yours,

(Signed) Evelyn Mats.

Oct. 30, 1905.

My dear Dr. Harper:

I have tried to make an estimate of the probable income and expenses for the coming year but I can do it only on the basis of the past year. I imagine that this year will be much like last year in receipts and expenditures. We received last year from

Tuition	\$7,041.54
Household receipts	2,935.74
Bazaar and gifts	<u>438.50</u>
Total	\$10,465.78
Our expenses were	\$11,025.93
Receipts	<u>10,465.78</u>
Deficit	\$ 560.15

One-half of this deficit is for 1903-04. This debt which is owing to me has not yet been paid. When it has been the school will probably have enough money to carry it through the school year but not beyond the 1st of June, 1906. The possibility of staying on after this year in the building or in this neighborhood is out of the question.

ing or in this neighborhood is out of the question. but not beyond the 1st of June, 1906. The possibility of staying on after this year in the building it has been the school will probably have debt which is owing to me has not yet been paid. One-half of this deficit is for 1903-04. This

Deficit	\$ 560.15
Receipts	<u>10,465.78</u>
Our expenses were	\$11,025.93

Total	\$10,465.78
Bazaar and gifts	<u>438.50</u>
Household receipts	2,985.74
Tuition	\$7,041.54

We received last year from

be much like last year in receipts and expenditures. of the past year. I imagine that this year will the coming year but I can do it only on the basis estimate of the probable income and expenses for

I have tried to make an

My dear Dr. Harper:

The agent for Mrs. Coolbaugh is endeavoring to sell the property for the value of the land and it would certainly not be advisable to try to find another house in this neighborhood. The residences on Indiana Avenue are being sold and torn down and the school neighborhood is becoming more and more restricted . If any disposal of the school can be made or any combination with any other school seems desirable I think it might be made at this time with advantage to Dearborn.

Sincerely yours,

(Signed) Evelyn Matz.

Oct. 30, 1905.

The agent for Mrs. Coolbaugh is endeavoring to sell the property for the value of the land and it would certainly not be advisable to try to find another house in this neighborhood. The residences on Indiana Avenue are being sold and torn down and the school neighborhood is becoming more and more restricted. If any disposal of the school can be made or any combination with any other school seems desirable I think it might be made at this time with advantage to Dearborn.

Sincerely yours,

(Signed) Evelyn Katz.

Oct. 30, 1905.

My dear Dr. Harper:-

I have been waiting patiently or rather anxiously for the week of convocation to be over before writing you concerning the loan from the bank. I understood from you the day the trustees met that the loan would be ready the first of June so that the salaries of the teachers could be paid before they left town. The deal was put in the 31st of May with Mr. H. Regan's advice and with the understanding that the bill would be paid within thirty days. I do not see how the school can get on with the note for \$1000 suggested by you on the first loan with a loan for \$500 later if needed. We have on hand practically nothing and the following debts, present and prospective.

Coal	414.50	now in the cellar.
Rent	33.34	
Salaries	484.00	
Janitor	120.00	
Telephone	10.50	
	<u>1462.34</u>	

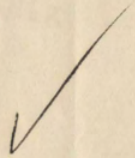
With a note for \$1500 this does not give much of a margin with which to tide over the days until the full trustees' comes in, not to mention incidental expenses such as postage and advertising. May I ask your immediate attention to the matter as it is imperative that I leave town soon. I am practically useless, so far as being able to do anything for the school is concerned for I have had no vacation in nearly two years and have reached the limit of my strength.

Yours sincerely
Evelyn Matz

June 19, 1902

Office of the Principal.

The Dearborn Seminary
of Chicago.
In Affiliation with
The University of Chicago.



My dear Dr. Harper: I am sorry that the exigencies of the Dearborn Seminary have been such that all hands have been called to labor in the field. I feel confident however of the outcome and it is simply a question of a little time. The boarding department does not flourish as I could wish but on the other hand we are getting some good stuff into our Academic department and that is what is going to make our school a success.

Very sincerely yours
Evelyn Matz

Sept 14th 1901

Office of the Librarian

The University of Chicago
Library
The University of Chicago
Library



My dear Dr. Hooper:
I am sorry that the experience of the
last summer has been such that all hands have been
called to labor in the field. I feel confident however of the
outcome and it is only a question of a little time
the working department over, but forward as I must wait
but in the other hand we are getting some good stuff into
our laboratory department and that in what is going to make
our school a success.

Very sincerely yours
Barth Wright

Sept 14 - 1901

September 12th, 1901.

My dear Miss Matz:

I have sent three hundred dollars today to the Treasurer of the Seminary, in payment of the rest of my subscription. This would have been sent you earlier but for the fact that I had to stop work, go out, and earn it.

Very truly yours,

W. J. Frost

Professor of Greek

September 12th, 1901.

My dear Miss Mearns:

I have sent three hundred dollars today to the Treasurer of the Seminary, in payment of the rest of my subscription. This would have been sent you earlier but for the fact that I had to stop work, go out, and earn it.

Very truly yours,