

Mr. Henry Jackson, President, called the meeting to order.

Members present:

- |                       |                       |                    |
|-----------------------|-----------------------|--------------------|
| Mr. Henry Jackson,    | Mr. I. W. Frank,      | Mr. A.C. Speyer,   |
| Dr. H. Finkelppearl,  | Mr. L. Gordon,        | Dr. A. L. Lewin,   |
| Mr. Lewis M. Akpern,  | Mr. A. L. Rauh        | Dr. K. I. Sanes    |
| Mrs. A. Bernstein,    | Mrs. J. H. Cohen,     | Mrs. S. Davis      |
| Mrs. H. Finkelppearl, | Mrs. Wm. Wolk         | Mrs. P. Loevner,   |
| Mrs. Bennett Levy,    | Mrs. Wm. Lasday,      | Mrs. Henry Jackson |
|                       | Mrs. M. A. Goodstone, |                    |

The following resolutions of the By-Laws and Constitution were recommended by the Committee on By-Laws and Constitution and by agreement referred to the Annual Meeting for disposition:

ARTICLE I. TITLE. This Association shall be known as "The Montefiore Hospital Association of Western Pennsylvania," and shall be located in the City of Pittsburgh, State of Pennsylvania.

ARTICLE II. OBJECT. The object and purpose of this Association shall be the affording of medical and surgical aid to the sick and disabled regardless of race, creed or color.

ARTICLE III. MEMBERSHIP. Members in good standing of the Federation of Jewish Philanthropies of Pittsburgh shall be members of the Montefiore Hospital Association so long as this Association is a member of said Federation and thereafter upon payment of a minimum of ten dollars yearly.

Any person residing outside of the limits of the City of Pittsburgh may likewise become a member by paying at least ten (\$10.00) dollars per year, after having been proposed to and accepted by a majority of the Board of Trustees present at any stated meeting.

Any person contributing at least \$1000.00 to the Hospital shall become a life member of the organization.

ARTICLE VI. BOARD OF TRUSTEES. The regular meetings of the Board of Trustees shall be held on the first Wednesday of March, June, September, and December in each year at a place and hour fixed by the Board to transact such business as may regularly come before it.

Special meetings of the Board may be held at the call of the President at the request of three members of the Board. Notice of all meetings shall be mailed to the members of the Board by the Secretary not later than three days prior to date of meeting. Eleven members shall constitute a quorum.

The Board of Trustees may, at its discretion, declare vacant the office of any Trustee who is absent from three consecutive meetings of the Board or who, if a member of the Executive Committee, absents himself from six consecutive regular meetings of that Committee.

The Board of Trustees shall also elect to serve for the ensuing year as many visiting physicians and surgeons as the service of the Hospital may require.

ARTICLE VII. COMMITTEE. At the first quarterly meeting of the Board of Trustees the President shall appoint from the Board the following committees and name their chairman:

- |                                    |               |
|------------------------------------|---------------|
| Committee on Finance and accounts  | three members |
| Committee on Grounds and buildings | three "       |
| Committee on Furnishings           | three "       |
| Committee on Food                  | three "       |
| Committee on Social Service        | three "       |

Committee on Medical Staff & Training School three members

Committee on Nominations

three members.

The chairmen of these committees in addition to the officers shall constitute an Executive Committee to serve for the ensuing year.

ARTICLE VIII. EXECUTIVE COMMITTEE. The Executive Committee shall have charge of the current affairs of the corporation, and in the intervals, between the meetings of the Board of Trustees, shall have all the power of the Board of Trustees which can lawfully be delegated. Said Board of Trustees in any case where the Board may elect to act, and said Committee shall not have the power to authorize any extraordinary expenditures or to contract an unusual or extraordinary liability without the approval of the Board of Trustees first had and obtained.

The Executive Committee shall meet the first week in each month or oftener if necessary, except when a regular Board Meeting falls in the same week. It shall make such rules and regulations as it may deem proper for its own guidance and the conduct of the affairs of the Hospital in its charge; subject, however, to change at the discretion of the Board of Trustees. Five members shall constitute a quorum.

The Executive Committee may appoint from its members such sub-committees as it may deem proper for the practical work of the Hospital. The Executive Committee shall, at each regular meeting of the Board of Trustees, submit a report of its action since the preceding meeting of the Board.

ARTICLE IX. COMMITTEE ON FINANCE. The Committee on Finance and Accounts shall be charged with the investment in the name of the corporation, and under the direction of the Board, of all permanent funds, either belonging to the corporation or held by it in trust for any purpose; with the keeping with the custodian of all securities, subject to the control of the Board; and generally with the duty of the supervision of the Finances and Accounts of the corporation. It shall attend to the securing of moneys to meet the needs of the Institution. It shall have the accounts of the Treasurer audited at the close of each fiscal year or oftener if necessary. It shall report at each meeting of the Executive Committee with any recommendations deemed proper.

ARTICLE XI. COMMITTEE ON FURNISHINGS. THE Committee on Furnishings shall be charged with the duty of directing the purchase and supervision of the furnishings of the Hospital, and shall report at each regular meeting of the Executive Committee on the condition of the property, with any recommendations it may have.

ARTICLE X. COMMITTEE ON GROUNDS AND BUILDINGS. The Committee on Grounds and buildings shall see that the same are kept in proper condition and shall report at each regular meeting of the Executive Committee on the condition of the property, with any recommendations it may have for extensive repairs or improvements. It shall also supervise the construction of any additions to the Hospital buildings or any repairs to the same.

ARTICLE XII. COMMITTEE ON FOOD. The Committee on Food shall be charged with the duty of directing the purchase and general supervision of the food supplies for the Hospital and the manner in which they are cared for and prepared for use, and shall report at each regular meeting of the Executive Committee with any recommendations it may have. The food shall be prepared in accordance with the

ARTICLE XIII. COMMITTEE ON SOCIAL SERVICE. The Committee on Social Service shall direct the operation and development of the Social Service Department of the Hospital, supervise the expenditures necessary for the work, and shall report, with any recommendations, at each regular meeting of the Executive Committee.

ARTICLE XIV. STAFF AND TRAINING SCHOOL COMMITTEE. The Staff and Training School Committee shall be charged with the duty of the supervision, aided by the advice of the Medical Board on technical questions, of the Staff and Training School operations of the hospital. It shall direct the purchase and have the supervision of the medical, surgical and school supplies, instruments and appliances and shall report at each regular meeting of the Executive Committee on the condition of the property with any recommendations for extraordinary expenditures.

ARTICLE XV. COMMITTEE ON NOMINATIONS. Committee on Nominations shall prepare for the Annual Meeting a list of eligible men and women who in their opinion will be satisfactory candidates for the position of Trustee and shall present these names at the December Meeting of the Board of Trustees. Any vacancies shall be referred to this Committee for recommendation.

ARTICLE XVI. PRESIDENT. The President shall preside at all meetings of the Board of Trustees and of the corporation, preserve order, and nominate all committees not otherwise provided for. He shall have general supervision of the affairs of the Hospital. He shall be ex-officio a member of all committees.

ARTICLE XVII. VICE PRESIDENTS. The Vice-Presidents, in order of their election, shall perform the duties of the President when the latter is absent, unable or fails from any cause to act.

ARTICLE XVIII. TREASURER. The Treasurer, except in special cases where the Board may order differently, shall have the custody of all the current funds and money belonging to or held in trust by the corporation. He shall collect all interest and dividends upon invested funds directly or from any agent or custodian of the securities of the corporation selected by the Board, and such money of the Institution as may from time to time be received by the Superintendent thereof. He shall deposit the same in the name of the corporation in one or more banks or trust companies of the City of Pittsburgh as selected by the Board. He shall pay out no money except by check signed by himself or by a person delegated by him and for whom he shall be responsible, and no check shall be issued except by order of the President, Vice-President or Secretary and on presentation of a voucher giving full itemized information as to the payment called for, the correctness of said voucher being certified to upon its face by the Superintendent or such other employees of the Hospital as the Board may require, and its payment also being approved in writing by two members of the Executive Committee either on the face of the voucher or otherwise, as the Board may direct. He shall keep full and complete accounts of all receipts and expenditures. He shall report monthly to the Executive Committee all receipts and expenditures.

The Treasurer shall annually prepare and submit to the Board at the close of each fiscal year a full and complete report or statement of all money received and expended, and of the existing condition of the funds and assets of the corporation for said fiscal year, ending the last day of December of each year. His books and records shall be subject to the inspection of the officers of the corporation and the Finance Committee at any time. He shall give bond or security in such amount as may be required by the Board for the faithful performance of his duties.



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The Treasurer shall keep a full, correct and separate account of each donation, bequest, endowment, etc., received for the use of the Hospital, whether for general or special purposes, or to be held in trust by the Hospital for any other purpose. Such account shall contain complete information as to the source, purpose and use of each fund; the investment and re-investment of the principal, the interest or increment received and the disposition made of same.

ARTICLE XIX. SECRETARY. The Secretary shall keep the minutes of the proceedings of the corporation, of the Board of Trustees and of the Executive Committee, and shall properly record and preserve the same. He shall notify officers of their election and committees of their appointments, shall give notice of elections, and call meetings as instructed, or as required by these By-Laws. He shall have custody of the corporate seal of the Hospital, and of all books and papers pertaining to his office., and shall perform all other duties that ordinarily pertain to the office of Secretary.

The Secretary shall keep a complete roster of the names and addresses of all members of the corporation.

ARTICLE XX. ORDER OF BUSINESS. The order of business at the Annual Meeting shall be as follows:

1. Roll Call.
2. Minutes of preceding meeting read, corrected if necessary, and approved, or minutes approved at same meeting.
3. President's Report.
4. Treasurer's Report.
5. Reports of Committees.
6. Communications of the Board.
7. Unfinished business.
8. New Business.

ARTICLE XXI. AMENDMENTS. These By-Laws may be amended, added to or repealed, at any regular meeting of the Board of Trustees, by a vote of the majority of the members present; provided, notice of such amendment, addition or repeal shall have been given at the regular meeting next preceding and mailed to each member of the Board at least ten days prior to the meeting; and provided, also, that such amendment, addition or repeal does not conflict with the provisions of the Charter.

ARTICLE XXII. MEDICAL MATTERS. The Medical Department of the Hospital shall be organized as indicated by the Board of Trustees, which shall establish such divisions and subsidiary departments as the treatments of patients admitted may demand, fix the character and duties of the requisite professional staffs and the requirements as to eligibility to membership in same. The Board of Trustees may establish an Honorary or Emeritus Staff and may from time to time appoint to such staff members of the Medical Board of the Hospital whose long and distinguished services especially merit recognition. The appointment shall be for life, unless recalled by a three-fourths vote of the entire Board. The visiting and consulting physicians and surgeons elected annually by the Board of Trustees shall constitute the Medical Board of the Hospital, and from it the Board of Trustees shall appoint to serve until their successors are appointed the officers and chief members of the various divisions of the Medical department. The officers shall include a Chief of Staff and a Chief of each Division, all of whom shall be chosen as soon as possible after the appointment of the Medical Board, from nominees of the Medical Board. The Chief of Staff shall supervise the entire

professional work of the Medical Department of the Hospital and the Chiefs of the Divisions shall act in the same capacity within their respective Divisions.

The Board of Trustees shall also appoint from time to time for service in the various departments of the Hospital from persons nominated by the Medical Board as many assistant physicians and surgeons as may be necessary. These shall not be members of the Medical Board.

The Board of Trustees shall appoint at such times and for such terms of service as it may deem advisable a President Staff of as many members as may be required, but no such resident shall be appointed unless he has been nominated by the Medical Board.

ARTICLE XXIII. PARLIAMENTARY PROCEDURE. Any question of parliamentary procedure which may arise and which are not covered by these By-Laws are to be covered by "Robert's Rules of Order."

There being no further business, the meeting adjourned,



Secretary.

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 The Eleventh Annual Meeting of the Montefiore Hospital Ass'n held Sunday, January 19th, 1919 at the Montefiore Hospital, Nurses' Auditorium, 3000 Center Ave.

President, Mr. Henry Jackson, called the meeting to order at 3:00 o'clock.

It was regularly moved and seconded that the reading of last year's minutes be dispensed with. Carried.

The President then read his Annual Message in which he set forth the condition of the Hospital's Finances, lack of room, and the absolute necessity of a larger, bigger Montefiore Hospital, as the present one has completely out-grown its capacity.

Report of Directress of Nurses was then read.

There was no report from the Superintendent.

Upon motion duly made and seconded, the reports are to be received and filed; also the President's report is to be published in the Criterion.

PRESIDENT'S MESSAGE: FINANCIAL CONDITION:

Balance January 1, 1918		2363.62
Receipts 1918..all sources	70460.61	
Payments 1918.. " "	<u>73992.02</u>	
Deficit for year 1918		3531.41
Overdrawn December 31, 1918		<u>\$1167.79</u>

INDEBTEDNESS--December 31, 1918

Due on Note	5500.00	
Due on Mortgage	27000.00	
Due to Building Fund	1500.00	
Overdrawn on Bank	1167.79	
Due on Maintenance Bills	<u>2641.23</u>	
Total Indebtedness December 31, 1918		\$37809.02

Our Per Capita is \$3.84.

Average Number of patients per day 49

DURING THE YEAR 1918 THERE WERE TREATED 1466 PATIENTS AS FOLLOWS:

PATIENTS		DAYS
Free	299	4626
Paying 3.00	176	1780
" 8.00 & 9.00	85	1442
" 17.50 & 20.50	820	9011
" 22.50 & 25.50	56	632
" 25.00	17	126
" 30.00	<u>13</u>	<u>79</u>
TOTALS	1466	17696

DURING THE YEAR THERE WERE 167 babies born

Actual Expenses for the year were \$67967.73  
 Water Rent for 1915 538.58  
 Making a total of \$68506.31

During the year

there were 10 stillborn babies.

DEATHS AS FOLLOWS:

Babies	3
Moribund	25
Within 24 hours of admittance	22
After 24 " " " "	<u>631</u> 113

DURING THE YEAR THERE WERE TREATED ACCORDING TO NATIONALITY: RELIGION:

United States of America	631	Jewish	1101
Russia	584	Catholic	207
Austria	78	Protestant	88
Roumania	56	Methodist	28
Hungary	26	Babtist	20
Italy	17	Presbyterian	8
Poland	14	Orthodox	6
Germany	12	Lutheran	4
England	10	Episcopalean	2
Ireland	7	Mohammedan	2
Syria	6		
Galacia	4		
Greece	4		
Turkey	4		
Serbia	3		
Bohemia	2		
Canada	2		
Jerusalem	2		
Bulgaria	1		
Denmark	1		
Scotland	1		
Sweden	1		
Total	<u>1466</u>		<u>1466</u>

MONIES IN BUILDING FUND AS FOLLOWS:

Balance January 1, 1918		3584.23
Receipts for the year	6297.50	
Interest for year	<u>184.60</u>	6482.10
Total in Building Fund Dec. 31, 1918		<u>\$10066.33</u>

By unanimous vote the following Constitution and By-Laws was passed subject to amendments-as many members present thought it was not workable and not consistent with our ideas of non-sectarianism; that the Board and Committees act according to these By-Laws and recommended that in the near future such amendments as the Board of Trustees deemed inconsistent be recommended to the annual meeting for action:

ARTICLE I. TITLE: This Association shall be known as "The Montefiore Hospital Association of Western Pennsylvania", and shall be located in the City of Pittsburgh, State of Pennsylvania.

ARTICLE II. OBJECT. The object and purpose of this Association shall be the affording of medical and surgical aid to the sick or disabled, regardless of race, creed or color.

ARTICLE III. MEMBERSHIP. Members in good standing of the Federation of Jewish Philanthropies of Pittsburgh shall be members of the Montefiore Hospital Association as long as this Association is a member of said Federation and thereafter upon payment of a minimum of ten dollars yearly.

Any person residing outside of the limits of the City of Pittsburgh may likewise become a member by paying at least ten(\$10) dollars per year, after having been proposed to and accepted by a majority of the Board of Trustees present at any stated meeting.

Any person contributing at least \$1000 to the Hospital shall become a life member of the organization.

Honorary members may be elected by the Board of Trustees but they shall not be entitled to vote.

ARTICLE IV. ANNUAL MEETING. There shall be held annually and in the month of January a meeting of the members of the Association, thirty of whom shall ~~xxxxxxxxxx~~ form a quorum, for the purpose of electing a Board of Trustees and for the transaction of such other business as may come before it.

ARTICLE V. ADMINISTRATION. The affairs of the Association shall be under the direction and management of a Board of Trustees of 29 members, 5 of whom are to be chosen by the Hebrew Ladies' Hospital Aid Society and 24 to be chosen by Ballot by Life Members and Regular Members of the Montefiore Hospital Association from their number. These Trustees shall be elected in three classes to serve three years each and until their successors are elected, so arranged so that one-third of the members are elected at the Annual Meeting each year. The persons voted for having the highest number of votes shall be declared elected and a written return of each election shall be certified and given to the Board of Trustees and entered under minutes.

ARTICLE VI. BOARD OF TRUSTEES. The Trustees at the first regular meeting following the Annual Elections shall elect a President, First Vice President, Second Vice President, Secretary and Treasurer.

The Board of Trustees shall at all times be fully authorized to purchase or otherwise acquire, for the corporation and in the name of the corporation, real, personal or mixed property of any kind whatsoever; and to sell, convey, lease and encumber the same; and to borrow money; all for the use, object and benefit of the Hospital, and to execute all other powers of the corporation, ~~over all the~~ estate and property of the corporation, whether its own or held by it in trust, for any purpose. To it shall be committed the care and expenditure of the funds of the institution. It shall have power to adopt a common seal and to alter same; to make By-laws, rules and regulations, and to fill vacancies in its own body; to choose the officers of the corporation, appoint its agents, assistants and ~~xxx~~ attendants, and to fix their compensation. It shall have the appointment, control and direction of all officers, physicians and employees and shall have power to remove the same unless otherwise provided in the By-Laws. It shall prescribe the kind and character of patients and terms and conditions upon which they shall be admitted to the Hospital; and it shall have power to generally transact the entire business of the corporation.

No Trustee shall receive any compensation whatsoever for the discharge of his official duties as Trustee.

The regular meetings of the Board of Trustees shall be held on the first Wednesday of March, June, September and December in each year at a place and hour fixed by the Board to transact such business as may regularly come before it.

Special meetings of the Board may be held at the call of the President at request of three members of the Board. Notice of all meetings



shall be mailed to the members of the Board by the Secretary not later than three days prior to date of meeting. Eleven members shall constitute a quorum.

The Board of Trustees may, at its discretion, declare vacant the office of any Trustee who is absent from three consecutive meetings of the Board or who, if a member of the Executive Committee, absents himself from six consecutive regular meetings of that Committee. The Board of Trustees shall also elect to serve for the ensuing year as many visiting physicians and surgeons as the service of the Hospital may require.

ARTICLE VII. COMMITTEE. At the first quarterly meeting of the Board of Trustees the President shall appoint from the Board the following committees and name their chairmen:

Committee on Finance and Accounts, three members  
 Committee on Grounds and Buildings, three members  
 Committee on Furnishings, three members  
 Committee on Food, three members  
 Committee on Social Service, Three members  
 Committee on Medical Staff and Training School, three members  
 Committee on Nominations, three members

The chairmen of these committees in addition to the officers shall constitute an Executive Committee to serve for the ensuing year.

ARTICLE VIII. EXECUTIVE COMMITTEE. The Executive Committee shall have charge of the current affairs of the corporation, and in the intervals, between the meetings of the Board of Trustees, shall have all the power of the Board of Trustees, which can lawfully be delegated. Said Committee shall, however, be subject to the direction of the Board of Trustees in any case where the Board may elect to act and said Committee shall not have the power to authorize any extraordinary expenditures or to contract an unusual or extraordinary liability without the approval of the Board of Trustees first had and obtained

The Executive Committee shall meet the first week in each month or oftener if necessary, except when a regular Board Meeting falls in the same week. It shall make such rules and regulations as it may deem proper for its own guidance and the conduct of the affairs of the Hospital in its charge; subject, however, to change at the discretion of the Board of Trustees. Five members shall constitute a quorum.

The Executive Committee may appoint from its members such subcommittees as it may deem proper for the practical work of the Hospital.

The Executive Committee shall, at each regular meeting of the Board of Trustees, submit a report of its action since the preceding meeting of the Board.

ARTICLE IX. COMMITTEE ON FINANCE. The Committee on Finance and Accounts shall be charged with the investment in the name of the corporation, and under the direction of the Board, of all permanent funds, either belonging to the corporation or held by it in trust for any purpose; with the keeping with the custodian of all securities, subject to the control of the Board; and generally with the duty of the supervision of the finances and accounts of the corporation. It shall attend to the securing of moneys to meet the needs of the institution. It shall have the accounts of the Treasurer audited at the close of each fiscal year or oftener if necessary. It shall report at each meeting of the Executive Committee with any recommendations deemed proper.

ARTICLE X. COMMITTEE ON GROUNDS AND BUILDINGS. The Committee on Grounds and Buildings shall see that the same are kept in proper



condition and shall report at each regular meeting of the Executive Committee on the condition of the property, with any recommendations it may have for extensive repairs or improvements. It shall also supervise the construction of any additions to the Hospital buildings or of any repairs to the same.

ARTICLE XI. COMMITTEE ON FURNISHINGS. The Committees on Furnishings shall be charged with the duty of directing the purchase and supervision of the furnishings of the Hospital, and shall report at each regular meeting of the Executive Committee on the condition of the property, with any recommendations it may have.

ARTICLE XII. COMMITTEE ON FOOD. The Committee on Food shall be charged with the duty of directing the purchase and general supervision of the food supplies for the Hospital and the manner in which they are cared for and prepared for use, and shall report at each regular meeting of the Executive Committee with any recommendations it may have. The food shall be prepared in accordance with the rites of the Jewish Religion.

ARTICLE XIII. COMMITTEE ON SOCIAL SERVICE. The Committee on Social Service shall direct the operation and development of the Social Service Department of the Hospital, supervise the expenditures necessary for the work, and shall report, with any recommendations, at each regular meeting of the Executive Committee.

ARTICLE XIV. STAFF AND TRAINING SCHOOL COMMITTEE. The Staff and Training School Committee shall be charged with the duty of the supervision, aided by the advice of the Medical Board on technical questions, of the Staff and Training School operations of the Hospital. It shall direct the purchase and have supervision of the medical, surgical and school supplies, instruments and appliances and shall report at each regular meeting of the Executive Committee in the condition of the property with any recommendations for extraordinary expenditures.

ARTICLE XV. COMMITTEE ON NOMINATIONS. Committee on Nominations shall prepare for the Annual Meeting a list of eligible men and women who in their opinion will be satisfactory candidates for the position of Trustee and shall present these names at the December Meeting of the Board of Trustees. Any vacancies shall be referred to this Committee for recommendation.

ARTICLE XVI. PRESIDENT. The President shall preside at all meetings of the Board of Trustees and of the corporation, preserve order, and nominate all committees not otherwise provided for. He shall have general supervision of the affairs of the Hospital. He shall be ex-officio a member of all committees.

ARTICLE XVII. VICE PRESIDENTS. The Vice Presidents, in order of their election, shall perform the duties of the President when the latter is absent, unable or fails from any cause to act.

ARTICLE XVIII. TREASURER. The Treasurer, except in special cases where the Board may order differently, shall have the custody of all the current funds and money belonging to or held in trust by the corporation. He shall collect all interest and dividends upon invested funds directly, or from any agent or custodian of the securities of the corporation selected by the Board, and such money of the Institution as may from time to time be received by the Superintendent thereof. He shall deposit the same in the name of the corporation in one or more banks or trust companies of the City of Pittsburgh as selected by the Board. He shall pay out no money except by check signed by himself or by a person delegated by him and for whom he shall be responsible, and no check shall be



be issued except by order of the President, a Vice-President or Secretary and on presentation of a voucher giving full itemized information as to the payment called for, the correctness of said voucher being certified to upon its face by the Superintendent or such other employees of the Hospital as the Board may require, and its payment also being approved in writing by two members of the Executive Committee either on the face of the voucher or otherwise, as the Board may direct. He shall keep full and complete accounts of all receipts and expenditures. He shall report monthly to the Executive Committee all receipts and expenditures.

The Treasurer shall annually prepare and submit to the Board at the close of each fiscal year a full and complete report or statement of all money received and expended, and of the existing condition of the funds and assets of the corporation for said fiscal year, ending the last day of December of each year. His books and records shall be subject to the inspection of the officers of the corporation and the Finance Committee at any time. He shall give bond or security in such amount as may be required by the Board for faithful performance of his duties.

The Treasurer shall keep a full, correct and separate account of each donation, bequest, endowment, etc., received for the use of the Hospital, whether for general or special purposes, or to be held in trust by the Hospital for any other purpose. Such account ... shall contain complete information as to the source, purpose and use of each fund; the investment and re-investment of the principal the interest or increment received and the disposition made of same.

ARTICLE XIX. SECRETARY. The Secretary shall keep the minutes of the proceedings of the corporation, of the Board of Trustees and of the Executive Committee, and shall properly record and preserve the same. He shall notify officers of their election and committees of their appointments, shall give notice of elections, and call meetings as instructed, or as required by these By-Laws. He shall have custody of the corporate seal of the Hospital, and of all books and papers pertaining to his office, and shall perform all other duties that ordinarily pertain to the office of Secretary.

The Secretary shall keep a complete roster of the names and addresses of all members of the corporation.

ARTICLE XX. ORDER OF BUSINESS. The order of business at the annual meeting shall be as follows:

1. Roll Call.
2. Minutes of the preceding meeting read, corrected if necessary, and approved, or minutes approved at same meeting.
3. President's Report.
4. Treasurer's Report.
5. Reports of Committees.
6. Communications of the Board.
7. Unfinished Business. *action*
8. New Business.

ARTICLE XXI. AMENDMENTS. These By-Laws may be amended, added to or repealed, at any regular meeting of the Board of Trustees, by a vote of the majority of the members present; provided, notice of such amendment, addition or repeal shall have been given at the regular meeting next preceding and mailed to each member of the Board at least ten days prior to the meeting; and provided, also, that such amendment, addition or repeal does not conflict with the provisions of the Charter.

ARTICLE XXII. MEDICAL MATTERS. The Medical Department of the Hospital shall be organized as indicated by the Board of Trustees, which shall establish such divisions and subsidiary departments as the



treatments of patients admitted may demand, fix the character and duties of the requisite professional staffs and the requirements as to eligibility to membership in same.

The Board of Trustees may establish an Honorary or Emeritus Staff and may from time to time appoint to such staff members of the Medical Board of the Hospital whose long and distinguished services especially merit recognition. The appointment shall be for life, unless recalled by a three-fourths vote of the entire Board. The Visiting and consulting physicians and surgeons elected annually by the Board of Trustees shall constitute the Medical Board of the Hospital, and from it the Board of Trustees shall appoint to serve until their successors are appointed the officers and chief members of the various divisions of the Medical Department. The officers shall include a Chief of Staff and a Chief of each Division, all of whom shall be chosen as soon as possible after the appointment of the Medical Board, from nominees of the Medical Board. The Chief of Staff shall supervise the entire professional work of the Medical Department of the Hospital and the Chiefs of the Divisions shall act in the same capacity within their respective Divisions.

The Board of Trustees shall also appoint from time to time for service in the various departments of the Hospital from persons nominated by the Medical Board as many assistant physicians and surgeons as may be necessary. These shall not be members of the Medical Board.

The Board of Trustees shall appoint at such times and for such terms of service as it may deem advisable a Resident Staff of as many members as may be required, but no such resident shall be appointed unless he has been nominated by the Medical Board.

ARTICLE XXIII. PARLIAMENTARY PROCEDURE. Any question of parliamentary procedure which may arise and which are not covered by these By-Laws are to be covered by "Robert's Rules or Order."

Upon motion duly made and seconded, the election of Officers and Board of Trustees was postponed to February 3, 1919.

*A. H. ...*  
*Secy. Pr. 2.*

The Postponed Adjourned Annual Meeting of the Montefiore Hospital was held Monday, February 17, 1919 at the Montefiore Hospital, Nurses' Auditorium.

Mr. A. L. Rauh, Chairman, Pro Tem, called the meeting to order at 9:00 P. M.

A quorum being present, the election of Trustees was proceeded with the following result:

COPY OF BALLOT AND VOTES CAST;  
BOARD OF TRUSTEES DECLARED ELECTED

Mr. Leon Falk ✓	30
Mr. Maurice Falk ✓	30
Mr. Isaac W. Frank ✓	30
Mr. A. L. Rauh ✓	30
Mr. A. C. Speyer ✓	30
Mr. A. J. Sunstein ✓	30
Mr. Aaron Cohen ✓	29
Mr. Irvin F. Lehman ✓	29
Dr. K. I. Sanes ✓	29
Mr. Louis Gordon ✓	27
Mr. Henry Jackson ✓	27
Mr. Morris Kingsbacher ✓	26 ✓
Mr. Jos. Rubin ✓	24 ✓
Dr. S. Seegman ✓	24 ✓
Dr. H. Finkelppearl ✓	20 ✓
Dr. A. L. Lewin ✓	29

There being no further business, the meeting adjourned.

The following letter sent to the following:

Mr. Leon Falk,	Mr. Maurice Falk,	Mr. Isaac W. Frank,
Mr. A. L. Rauh,	Mr. A. C. Speyer,	Mr. A. J. Sunstein,
Mr. Aaron Cohen,	Mr. Irvin F. Lehman,	Dr. K. I. Sanes,
Mr. Louis Gordon,	Mr. Henry Jackson,	Mr. Jos. Rubin,
Mr. Morris Kingsbacher,	Dr. H. Finkelppearl,	Dr. A. L. Lewin,
	Dr. S. Seegman.	

"Pittsburgh, Pa.,  
February 20th, 1919.

Dear Mr. \_\_\_\_\_

At the Adjourned Annual Meeting of the Montefiore Hospital Association held Monday, February 17, 1919, you were elected a member of the Board of Trustees.

We will thank you to give us your heartiest co-operation.

Respectfully yours,

*J. H. ...*  
Secretary."



Meeting of the Board of Trustees held Thursday evening, March 27th, 1919 with with Mr. Henry Jackson, President, presiding.

Members present:

Mr. Aaron Cohen,	Dr. H. Finkelpearl,	Mr. Henry Jackson
Mr. Morris Kingsbacher,	Mrs. H. Finkelpearl,	Dr. A. L. Lewin,
Dr. S. Seegman,	Mr. A. L. Rauh,	Dr. K. I. Sanes,
Mr. A. C. Speyer,	Mr. A. J. Sunstein,	
Mrs. Julius H. Cohen,	Mrs. Bennett Levy,	

Upon motion duly made and seconded, it was moved that the old officers carry over--passed.

The president appointed the following Nominating Committee Mr. A. L. Rauh, Dr. K. I. Sanes, and Mr. A. C. Speyer.

Upon motion duly made and seconded, donation of \$1500.00 from Mr. Max Solomon, Beaver Falls, Pa. was made a matter of record.

Upon motion duly made and seconded, it was resolved that a donation without designation as to purpose is to be acted upon by the Board---passed.

Upon motion duly made and seconded, it was moved that the provisional offer of the Hebrew Ladies' Hospital Aid Society for a Nurses' Scholarship be accepted with thanks.

Upon motion duly made and seconded, the Executive Committee, it was resolved, be hereby empowered to make such improvements and additions to the Hospital as they may deem advisable.

There being no further business, upon motion duly made and seconded, the Meeting adjourned.

*A. L. Rauh*  
Secretary. P. J.

Minutes of the Board of Trustees held Wednesday evening,  
June 25th, 1919 at the Montefiore Hospital, Nurses' Auditorium,  
with Mr. Henry Jackson, President, presiding.

Members present:

Dr. H. Finkelpearl,	Mr. L. Gordon,	Mr. Henry Jackson,
Dr. A. L. Lewin,	Mr. A. L. Rauh,	Dr. S. Seegman,
Mrs. Barnett Davis,	Mrs. Julius H. Cohen,	Mrs. H. Finkelpearl

The minutes of the meeting were read and approved.

The President appointed Mrs. B. Davis as Chairman of the Nominating Committee.

It is moved by Dr. H. Finkelpearl and seconded that a Committee of three on Internes be appointed by the Chair. Carried.

COMMITTEE ON INTERNES: Dr. S. Seegman, Chairman, Dr. Milton Goldsmith, and Dr. A. L. Lewin.

Dr. A. L. Lewin reports for Building Committee: This Committee engaged Mr. Stots, who has suggested a definite plan, which will be submitted to the Board as soon as they are ready.

COMMITTEE ON CAMPAIGN: <sup>& BUILDING</sup> Mr. A. C. Speyer, Chairman, Mr. A. L. Rauh, & Dr. A. L. Lewin.

An application was received and read of Dr. Aaron E. Cohen, Pathologist

Upon motion duly made, seconded and carried, it was decided to ask Dr. Cohen to come to see us at our expense to talk the matter over and meet the Staff of the Hospital.

There being no further business, upon motion, the meeting adjourned.

Letters sent to:

Dr. S. Seegman  
Dr. Milton Goldsmith  
Dr. A. L. Lewin  
Mr. A. C. Speyer  
Mr. A. L. Rauh  
Mrs. B. Davis

*A. L. Lewin*  
Secretary, Pro Tem

*Approved  
July 21 1919*

Meeting of the Board of Directors called by the Campaign Committee held July 21, 1919 at the Montefiore Hospital, Nurses' Auditorium.

Members of the Board being present and there being a quorum, Mr. Henry Jackson presided over the Board meeting.

Members present: Mr. Henry Jackson, Mr. A. L. Rauh, Dr. K. I. Sanes, Dr. S. Seegman, Mrs. Julius H. Cohen, Mrs. H. Finkelpearl, Mrs. Wm. Wolk, Mrs. B. Davis, and the Secretary, Pro Tem, Dr. A. L. Lewin.

A communication from Mrs. Hirsch as to the Sterilizer was read and it was moved, seconded and carried that the American Sterilizer Company of Erie, Pa. be requested to fix the Sterilizer as early as possible.

It was moved, seconded and carried that the bill of the Co-Operative Welfare Association be paid.

A monthly report of the Superintendent was received and filed.

Dr. Sanes reported that Dr. Aaron E. Cohen had met with the Staff and that they recommend his election; that he be placed directly under the charge of the Committee on Laboratory of the Staff. Upon motion seconded and carried Dr. Cohen be elected as Director of Laboratories and perform the duties as Bacteriologist and Pathologist at a salary of \$3000.00 per year, beginning October 1, 1919, further, that his expense for coming to Pittsburgh to meet the Staff to the amount of \$46.00 be paid.

It was moved, seconded and carried that the Board request the Staff to submit names to the Board for Chiefs of the Staff according to the New Constitution.

Dr. Schubb's application as Assistant Surgeon was turned over to the Staff.

Campaign Committee reported to the Board the result of the



meeting held July 9th, 1919 at a Luncheon at the Chamber of Commerce Bldg.

The purpose of this meeting was to meet Mr. Bert Wells, the Campaigner.

Members present:

Mrs. Julius H. Cohen, Mrs. B. Davis, Mrs. H. Finkelpearl, Mr. A. L. Rauh, Mr. Henry Jackson, Dr. S. Seegman, Dr. H. Finkelpearl, Mr. I. W. Frank, Mr. M. Kingsbacher, Dr. A. L. Lewin, Mr. Marcus Rauh and Mr. Aaron Cohen.

During the Luncheon, as well as, after the luncheon, a lively discussion on the coming campaign took place and it appeared to be the unanimous opinion that the campaign be held, that Mr. Bert Wells take charge of same. While Mr. Wells cannot give a decided answer, but we had reasonable assurance that he would accept the September date.

At 2:45 o'clock P. M. the meeting adjourned.

The report of the Campaign Committee developed a lively discussion. Mr. Jackson reported that unknown interests request the delay or arrest of the Campaign. The discussion was that there are two people in the City of Pittsburgh willing to give \$500,000.00 towards the Building of a New Montefiore Hospital and what they request is a cessation of activities for the time being until their plans become more mature.

Dr. Sanes then reported a discussion, which he had with these same two gentlemen in Atlantic City on June 14, 1919. From this discussion it appears that it might be a Hospital and it might be a Convalescent Home in conjunction with Research Laboratory, etc. under the control of Jewish people.

A lively discussion developed in which Mrs. Finkelpearl, Mrs. Davis and the Secretary took part. Their appeal was: "No

further delay, but let us proceed."

Upon motion made by Mrs. Davis "that we instruct our President to notify "THESE GENTLEMEN" that we will delay the Campaign in view of their proposed project. This motion was seconded by Dr. Sanes and upon a vote: There were seven affirmative, Dr. Seegman having left the room before this time, and the Secretary, Pro Tem, voted Negative.

Upon motion duly made, seconded and carried, that we obtain permission from the Federation of Jewish Philanthropies for the Campaign.

There being no further business, the meeting adjourned.

After the meeting adjourned an informal discussion developed that Mr. A. L. Rauh get in communication with Mr. Bert Wells and see what could be done about a later Campaign.

The question of Architect was discussed, but no definite action taken.

*A. L. Rauh*  
Secretary, Pro Tem

Letters sent to:

Dr. S. Seegman, Sec., Staff, Montefiore Hospital,

Dr. Aaron E. Cohen, Director of Laboratory,  
157 E. 112th St., New York, N. Y. c/o Glick



Special Meeting of the Board of Trustees of the Montefiore Hospital held Wednesday, Sept. 17th, 1919 at the Montefiore Hospital, Nurses' Auditorium at 8:00 P. M.

Members present: Mr. H. Jackson, Mr. M. Kingsbacher, Dr. S. Seegman, Mrs. H. Finkelppearl, Mrs. Julius H. Cohen, Mrs. Wm. Wolk.

Minutes of the previous meeting read.

Communications received from State of Pennsylvania in regard to State Appropriations.

It was moved, seconded and carried that the Board empower a Committee consisting of--Mr. H. Jackson, & Mr. M. Kingsbacher to consult with Mr. A. L. Rauh and Mr. I. W. Frank as to employing counsel for the Appropriation Case.

A letter from Dr. Ohlman stating his return was read. It was moved and seconded that this be referred to the Staff.

There being no further business, the meeting adjourned.

*Mrs. Julius Cohen*  
par 5  
Acting Secretary.

Letters sent to:

Mr. H. Jackson  
Mr. M. Kingsbacher

Meeting of the Board of Trustees of the Montefiore Hospital held Wednesday, Dec. 17th, 1919 at 8:00 P. M. at the Montefiore Hospital, Nurses' Auditorium.

Members present: Dr. H. Finkelppearl, Mr. Henry Jackson,  
Dr. Seegman, Mrs. Julius H. Cohen, Mrs. H. Finkelppearl  
Mr. A. L. Rauh, Mrs. Wm. Wolk, Mr. A. C. Speyer

The Nominating Committee reported the names of Dr. S. Seegman, Dr. H. Finkelppearl, Mr. Jos. Rubin and Mr. Morris Kingsbacher.

Upon motion made and duly seconded, it was resolved that the Young Ladies' Relief Society be requested to procure a motor ambulance for the Hospital.

The Secretary was instructed to write a letter to Miss Sallie Mazer.

Upon motion duly made and seconded, it was resolved that a letter of appreciation be sent to Mr. Jos. Stadtfeldt for his work.

Upon motion duly made and seconded, it was resolved that Mr. Thos. Geary, Mr. Jos. Morin and Mr. John Dailey be elected to the Board of Trustees -

There being no further business, the meeting adjourned.