

FLORENCE NIGHTINGALE INTERNATIONAL FOUNDATION

COMMITTEE OF MANAGEMENT

A meeting of the Committee of Management was held at the Treasurer's House at St. Thomas's Hospital on May 16th, 1940.

There were present:-

- Mrs. Cecil Carter (in the Chair)
- Miss Baggallay
- Miss Cochrane
- Miss Coode
- Dame Joanna Cruickshank
- Miss Duff Grant
- Miss Jebb
- Dame Ellen Musson
- Sir Arthur Stanley

- In attendance
- Miss Barrett
- Miss Grace
- Mr. Phillips.

The Chairman apologised for the changes made in the date and time of the meeting, it being more convenient for the Treasurer and the Delegate of the I.C.N. whose presence at the meeting was indispensable.

1. The Minutes of the last meeting having been circulated were taken as read, approved and signed by the Chairman as correct.
2. Arising out of the Minutes the Chairman referred to Resolution 3 on Page 4 which reads:-

"When the final accounts had been settled and the audit taken up, the account at the Portman Square Branch of the Westminster Bank be closed, and any moneys transferred to the Trustees to be held in a suspense account for the Foundation."

The Trustee in a letter dated October 12th 1939, asked that the resolution be rescinded, and that the current account at the Portman Square Branch of the Westminster Bank be continued.

It was Agreed

That the Resolution be rescinded.

3. Apologies for absence were received from Mademoiselle Mechelynck, and from Mademoiselle Odier of the International Red Cross Committee.

The Chairman reported that the agenda, with a copy of the Audited Accounts, had been sent to all the members of the Committee of Management with the exception of Miss Snellman, Finland.

4. Correspondence. Letters had been received from the League of Red Cross Societies, the International Council of Nurses and the National Committees, expressing regret at the necessity of suspending the work of the Foundation, and approving the action to be taken.

5. Report on action taken since last meeting. Miss Baggallay reported that since the meeting of the Committee of Management held on September 4th, the business of the Foundation had been carried on by Mrs. Carter, Sir Arthur Stanley and herself, in accordance with the instructions passed at that meeting.

Referring to the students, Miss Baggallay reported that all of the 1939/40 Group had returned to their respective countries except Miss Gudmundsdottir (Iceland) and Miss Campbell (Australia) who had joined the Civil Nursing Reserve.

She regretted to report that Miss Lillywhite (Australia) a student of the 1938/39 Group, had developed acute Tuberculosis on her arrival in Norway where she went for a study visit on the termination of her Course. She was in a Sanatorium a few miles from Oslo in the part of Norway now occupied by the Germans. Miss Baggallay had seen her on her return from Finland in April. Miss Lillywhite had funds for her passage to Australia. Mrs. Carter reported that she had written to Mademoiselle Hentsch (League of Red Cross Societies) asking her to make enquiries through the International Red Cross Committee.

15, Manchester Square had been closed, and all furniture stored with Messrs. Arthur Dixon & Co. early in October 1939. Arrangements had been made for the regular inspection of the house, for urgent repairs and for the cleaning of the doorsteps and brass.

The accounts had been audited and the Trustees had kindly undertaken to make all authorised payments. On their request the current account at the Portman Square branch of the Westminster Bank had not been closed. A strong box containing the archives of the Foundation had been stored with the Westminster Bank, Portman Square. The Manager of the Bank had kindly allowed the Foundation's correspondence to be forwarded to the Bank.

6. Audited Accounts. The Audited Accounts for the period April 1st to September 30th 1939 were examined and received.

7. Sir Arthur Stanley, Hon. Treasurer, reported the gift of £547.18.0. from the National Florence Nightingale Memorial Committee of Great Britain towards the liabilities of the Foundation. He thanked Dame Joanna Cruickshank for having secured this generous donation. He reminded the Committee that the League of Red Cross Societies had paid £500. to the Foundation for scholarships in advance for 1939/40. They had now donated the sum of £250. to the Foundation towards its liabilities, thus reducing the amount to be refunded to the League to £250.

Sir Arthur Stanley also reported that the American Red Cross had very generously agreed that the amount transferred to the Foundation for the 1939/40 scholarships (£500) be used to meet the general liabilities. The total amount to be refunded for scholarships in advance shown in the audited accounts as £1,016.16.0. had therefore been reduced to £566.16.0.

It was Agreed

That the Trustees be authorised to pay a cheque of £250.0.0. to the account of the League of Red Cross Societies at Lloyd's Bank, St. James, London, S.W.1.

Mr. Phillips advised, and it was further Agreed

That the balance of the money to be refunded for scholarships in advance (£2516.0.0.) held on behalf of the Australian, Canadian and New Zealand Committees remain on deposit, until the termination of hostilities, at the most advantageous rate of interest that could be arranged by the Trustees.

Sir Arthur Stanley presented the Statement of Accounts for the period October 1st 1939 to April 4th 1940 (appended). This showed a balance of £1,078.0.0. in the current account, which would cover the £866.16.0. received as scholarships in advance, and leave a balance in the current account. He congratulated the Foundation on the very satisfactory financial situation due to the generous help received from the British Committee, the League of Red Cross Societies and the American Red Cross. The Committee passed a special vote of thanks to these bodies.

The Committee authorised the necessary expenditure for postage, stationery and clerical work, the Chairman to be supplied with Petty Cash by the Trustees for this purpose.

It was Agreed

That all future payments on the current account be made by the Trustees only.

Mr. Phillips on behalf of the Trustees accepted this responsibility.

It was RESOLVED

That the Trustee Department of the Westminster Bank, Ltd. be authorised to make requisite and proper payments and to sign necessary cheques on the current account at the Portman Square Branch of the Westminster Bank Ltd.

8. Repairs to 15, Manchester Square. The Chairman reported that the House had been regularly inspected, and certain urgent repairs found necessary; Messrs. Tavener & Sons, Decorators, the firm employed by the Foundation for some years, had completed these repairs at a cost of £9. 0. 0.

The Committee approved the action taken.

The Committee further approved the estimates of £3.10.0. to provide a boarded protection for the roof of the scullery, and clean out the gutter to same, and of £2.0.0. to cover the lantern light over the main staircase with stout galvanised wire to protect the glass.

The Chairman reported that Messrs. Tavener & Son would be willing to make a monthly inspection of the property at a charge of 10/6 per month. This was approved.

It was decided that this firm be asked to undertake the cleaning of the doorstep and brass for a charge of £1.1.0. a

month to include the monthly inspection.

It was decided that Messrs. Tavenor & Son report directly to the Trustees who would make the regular payments for the carrying out of the work.

9. Sale of Lease of 15, Manchester Square. The question of letting the House and the selling of the remainder of the lease of 15 years was discussed.

It was Agreed

That steps should be taken to let the house on such terms as would cover the ground rent, insurance and running repairs; that the Trustees be therefore authorised to proceed with this matter.

It was also Agreed

That owing to the heavy liabilities for dilapidations on the termination of the lease it would be to the advantage of the Foundation to sell the remainder of the lease at a minimum price of £1,000.0.0.

The Committee expressed their thanks to the Trustees for taking over all responsibility for the care of the Property and the finances of the Foundation.

10. Other Business. The question of the desirability of carrying on the work of the Foundation in a neutral country was discussed, and it was unanimously Agreed

That under present conditions the entire suspension of the educational work of the Foundation was advisable, but that every effort should be made to keep in contact with National Committees with a view to maintaining interest and raising funds towards the Endowment.

11. The Committee expressed their thanks to Miss Baggallay, Miss Barrett and Miss Grace for the help they had given in winding up so expeditiously the affairs of the Foundation, and in that way reducing its liabilities.

12. It was decided

That unless considered necessary no further meeting be called for the time being.

There being no further business the meeting adjourned.