

TENTH ANNUAL REPORT

—OF THE—

BOARD OF DIRECTORS AND OFFICERS

—OF THE—

HOUSE OF REFUGE AND CORRECTION

—OF THE—

CITY OF TOLEDO, OHIO,

TOGETHER WITH THE

RULES AND REGULATIONS

For the Year Ending December 31st,

1884.

## THE BOARD OF DIRECTORS.

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GEORGE L. JOHNSON, . . . . .	Term expires May 16, 1887
HENRY KAHLO, . . . . .	Term expires May 16, 1886
WALTER PICKENS, . . . . .	Term expires May 16, 1884
WM. Sr. JOHN, . . . . .	Term expires May 16, 1885
MARTIN FRIEDBERG, . . . . .	Term expires May 16, 1888

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## OFFICERS OF THE BOARD.

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GEORGE L. JOHNSON, . . . . .	PRESIDENT
HENRY KAHLO, . . . . .	TREASURER
WILLIAM BEATTY, . . . . .	SECRETARY
A. A. McDONALD, . . . . .	SUPERINTENDENT
J. F. NORTON, . . . . .	DEPUTY SUP <sup>t</sup>
Mrs. HELEN McDONALD, . . . . .	MATRON

## REPORT OF THE DIRECTORS.

HOUSE OF REFUGE AND CORRECTION, }  
TOLEDO, OHIO, Dec. 31, 1884. }

*To the Honorable the Common Council of the City of Toledo:*

GENTLEMEN:— We respectfully submit our tenth annual report, together with the reports of the various officers of the Toledo House of Refuge and Correction.

The year has been one of continued success, and our endeavor has been to keep the institution up to the high standard which has been conceded to it. No new buildings have been erected, but many needed repairs have been made, as well as has much been done to render the surroundings pleasant and attractive.

The Secretary and Treasurer's reports give complete statements of the financial condition of the institution, which is in a very gratifying state.

The health of the boys has been carefully looked after by the attending physician, Dr. C. A. Kirkley, and no serious illness was reported during the year.

The Superintendent's report contains much valuable information, as also a complete inventory of "stock on hand," with number of inmates, etc.

It affords the Directors much pleasure to reiterate their former encomiums on the intelligent and indefatigable labors of the Superintendent, Mr. A. A. McDonald, and of the Matron, Mrs. McDonald. "In season and out of season" do they labor to accomplish everything possible to bring the inmates up to a higher state in life, and it may safely be said that but few institutions can boast of more successful heads.

GEORGE L. JOHNSON,  
HENRY KAHLO,  
WILLIAM St. JOHN,  
MARTIN FRIEDBERG,  
WALTER PICKENS,

*Directors.*

## PHYSICIAN'S REPORT.

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*To the Directors of the Toledo Reform School:*

GENTLEMEN :—Throughout the entire year the sanitary condition of this institution and its surroundings has been excellent, absolute cleanliness has prevailed, careful and painstaking attention has been given to matters necessary to stay disorder and disease, and I am able to report an entire freedom from endemics or contagions, except measles, of which about thirty cases occurred during the spring months.

One case of acute bronchitis, following the measles, proved fatal; and Charles Pierson, aged 17, died on the 17th day of May. There have been the usual number of intermittent or malarial fevers, but all of moderate types and followed by no serious complications.

Many of the boys came from unhealthy parentage, where the homes were such as to still lower the inheritance of a sickly physical organization. These required, and have received special medical attention, and at the end of the year are regularly employed in school and factory.

There is no sickness now in the institution except a colored boy, who has the consumption, and from which he will not recover.

C. A. KIRKLEY, M. D.,  
*Physician.*

TOLEDO, OHIO, Dec. 31, 1884.

## SECRETARY'S REPORT.

## STATEMENT OF RECEIPTS AND DISBURSEMENTS.

## RECEIPTS

Balance on hand December 31, 1883.....	\$6,168 68
January 19—Received from Roth & Friedman.....	240 00
February 23— " " State of Ohio.....	5,207 16
February 23— " " Roth & Friedman.....	260 00
March 15— " " C. M. Montgomery.....	20 00
March 15— " " Frank Stevens.....	10 00
March 15— " " Roth & Friedman.....	280 00
April 15— " " Roth & Friedman.....	300 00
May 15— " " Frank Stevens.....	10 00
May 15— " " Roth & Friedman.....	320 00
May 18— " " State of Ohio.....	5,251 69
June 5— " " Roth & Friedman.....	320 00
July 9— " " Roth & Friedman.....	260 00
July 14— " " Montgomery and Stevens.....	60 00
August 14— " " Roth & Friedman.....	245 00
August 25— " " State of Ohio.....	5,336 02
September 8— " " Roth & Friedman.....	260 00
September 8— " " Frank Stevens.....	10 00
October 8— " " Roth & Friedman.....	250 00
October 8— " " Frank Stevens.....	10 00
Nov. 12— " " C. M. Montgomery.....	20 00
Nov. 12— " " Roth & Friedman.....	280 00
Nov. 21— " " State of Ohio.....	5,238 00
Dec. 10— " " Roth & Friedman.....	190 00
Balance and Receipts.....	\$30,577 37

## DISBURSEMENTS.

*Orders Issued Each Month During the Year.*

January.....	\$1,591 94
February.....	2,169 58
March.....	1,818 16
April.....	1,527 76
May.....	1,530 29
June.....	1,565 88
July.....	6,649 26
August.....	1,853 98
September.....	1,669 63
October.....	1,616 60
November.....	1,786 69
December.....	1,568 46
Total orders issued.....	\$25,348 23
Receipts.....	\$30,577 37
Disbursements.....	25,348 23
Balance on hand December 31, 1884.....	\$5,229 14
Sinking Fund account (Lucas County bonds).....	4,010 00
" " " " " " " ".....	5,000 00
" " " " (City of Toledo).....	1,225 00

## DETAILED EXPENSES FOR THE YEAR 1884.

## JANUARY.

No. of Order	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
318	A. A. McDonald .....	Pay-roll .....	\$ 378 90
318	A. A. McDonald .....	Incidental expenses.....	60 00
319	John Meister .....	Meat .....	131 73
320	Wood & Acklin .....	Groceries .....	45 60
321	K. R. Orchard .....	Groceries .....	56 36
322	Boos & Holbrook .....	Groceries .....	28 43
323	Charles Bay .....	Milk .....	33 60
324	J. B. Ketcham & Co. ....	Groceries .....	66 23
325	Mitchell & Brown .....	Flour .....	115 00
326	Matthew Cook .....	Butter .....	61 88
327	F. N. Quale .....	Flour .....	57 50
328	Worts, Kirk & Sigelow .....	Supplies .....	4 75
329	W. A. Crane .....	Hay .....	31 42
330	Louis Glanzman .....	Straw and Hay .....	23 78
331	Turley & Fuller .....	Soap stock .....	14 05
332	E. A. Eversman .....	House furnishings .....	11 95
333	Tobias Cober .....	Repairs .....	39 85
334	O. Augsbach .....	Brooms .....	2 75
335	Sunday School Bureau .....	S. S. supplies .....	9 70
336	C. F. Adams .....	Vinegar, etc. ....	25 75
337	Hassenzahl & Daudt .....	Supplies .....	23 30
338	Wachter & Masters .....	Shoes .....	58 00
339	Anderson Bros. ....	Dry Goods .....	42 24
340	A. Machen & Co .....	Clothing .....	7 00
341	L. S. Baumgardner & Co. ....	Clothing etc .....	26 20
342	Vanstone & Crosby .....	Medicines .....	22 50
343	Chamberlin, Dyer & Fowler .....	Coal .....	109 87
344	Toledo Gas L't & Coke Co. ....	Gas .....	33 60
345	C. A. Kirkley, M. D .....	Medical attendance .....	20 00
346	D. R. Austin .....	Expenses for the Board .....	25 00
347	William Beatty .....	Secretary .....	25 00

## SUMMARY.

Salaries of officers and employes, .....	\$423 90
Subsistence, .....	656 28
House furnishings and repairs, .....	127 35
Clothing, .....	133 44
Medicines, .....	22 50
Fuel, .....	109 87
Gas, .....	33 60
Miscellaneous and incidental expenses, .....	85 00

\$1,591 94

## DETAILED EXPENSES.—Continued.

## FEBRUARY.

No. of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
348	A. A. McDonald .....	Pay-roll .....	\$ 376 00
348	A. A. McDonald .....	Incidental expenses .....	60 00
349	John Meister .....	Meats .....	137 30
350	Wood & Acklin .....	Groceries .....	72 49
351	R. R. Orchard .....	" .....	58 13
352	Boos & Holbrook .....	" .....	44 45
353	Charles Bay .....	Milk .....	33 60
354	Matthew Cook .....	Butter .....	63 18
355	F. N. Quale .....	Flour .....	165 00
356	Secor, Berdan & Co. ....	Groceries .....	51 56
357	A. B. Cole .....	Feed .....	10 85
358	Turley & Fuller .....	Soap-stock .....	13 81
359	E. A. Eversman .....	House-furnishings .....	6 50
360	Hassenzahl & Daudt .....	Sundries .....	17 85
361	J. C. Weeber & Co. ....	House-furnishings .....	11 73
362	Fred. Boice .....	Lime, etc .....	19 45
363	G. W. Ketcham .....	Blacksmithing .....	14 35
364	Shaw, Kendall & Co. ....	Supplies .....	17 41
365	L. S. Baumgardner & Co. ....	Clothing, etc. ....	21 77
366	Anderson Bros. ....	Dry Goods .....	42 63
367	Wachter & Masters .....	Boots and Shoes .....	10 40
368	C. A. Harley .....	Buffalo Robe .....	10 00
369	Fred. Eaton & Co. ....	Flannel, etc. ....	150 48
370	Vanstone & Crosby .....	Medicines .....	13 38
371	Chamberlin, Dyer & Fowler ..	Coal .....	329 89
372	Toledo Gaslight & Coke Co. ....	Gas .....	27 30
373	Spear, Johnson & Co. ....	Journal Book .....	7 20
374	Boody House .....	Entertaining Legislative Com. ....	44 37
375	C. A. Kirkley, M. D. ....	Medical Attendance .....	20 00
376	Joseph Popp .....	Livery Hire, Legislative Com. ....	29 50
377	Toledo Transfer Co. ....	Omnibus for " " .....	5 00
378	Walter Pickens .....	Livery Hire .....	2 50
379	William Beatty .....	Secretary .....	25 00
380	A. A. McDonald .....	To pay P. Hartman, capturing boy ..	15 00
381	John S. Kountz .....	Insurance Premium .....	141 50
382	Brown, Dodge & Pope .....	" " .....	75 00
383	A. F. Colton .....	" " .....	25 00

## SUMMARY.

Salaries of officers and employes .....	\$ 421 00
Subsistence .....	636 56
House furnishing and repairs .....	101 10
Clothing .....	235 28
Medicines .....	13 38
Fuel .....	329 89
Gas .....	27 30
Insurance premiums .....	241 50
Miscellaneous and individual expenses .....	163 57
	\$2,169 58



## DETAILED EXPENSES.—Continued.

## MARCH.

No. of Order	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
384	A. A. McDonald .....	Pay-roll .....	\$ 395 38
384	A. A. McDonald .....	Incidental expenses .....	50 00
385	John Meister .....	Meats .....	157 72
386	Wood & Acklin .....	Groceries .....	76 19
387	R. R. Orchard .....	" .....	46 59
388	Boos & Holbrook .....	" .....	64 81
389	Charles Bay .....	Milk .....	43 20
390	Secor, Berdan & Co. ....	Groceries .....	84 60
391	Mathew Cook .....	Butter .....	63 70
392	St. John & Churchill .....	Flour .....	178 78
393	H. L. Crane .....	Hay .....	12 11
394	Peter Bellner .....	Hay and Straw .....	15 98
395	E. A. Eversman .....	House furnishings .....	16 55
396	Smith & Haldeman .....	Repairs .....	74 80
397	Brown, Eager & Co. ....	Mucilage and paper .....	4 06
398	Wachter & Masters .....	Boots, Shoes, etc. ....	22 50
399	Anderson Bros. ....	Dry Goods .....	20 62
400	Peter Sattler .....	Repairing harness .....	27 50
401	S. H. Frank & Co. ....	Checking .....	46 08
402	L. S. Baumgardner & Co. ....	Dry Goods, etc .....	198 04
403	Vanstone & Crosby .....	Medicines .....	13 04
404	Toledo Gas Light & Coke Co. ....	Gas .....	25 03
405	Central Telephone Co. ....	Telephone rent April 1 to July 1 ...	25 00
406	Spear, Johnson & Co .....	Printing annual rep't & stationery ...	110 88
407	C. A. Kirkley, M. D. ....	Medical attendance .....	20 00
408	William Beatty .....	Secretary .....	25 00

## SUMMARY.

Salaries of officers and employes .....	\$ 440 38
Subsistence .....	743 68
House furnishing and repairs .....	95 41
Clothing .....	314 74
Medicines .....	13 04
Gas .....	25 03
Miscellaneous and incidental expenses .....	185 88

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 \$1,818 16



## DETAILED EXPENSES.—Continued.

## APRIL.

No. of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
409	A. A. McDonald.....	Pay-roll.....	\$ 402 50
409	A. A. McDonald.....	Incidental expenses.....	60 00
410	John Meister.....	Meats.....	170 52
411	Wood & Acklin.....	Groceries.....	20 17
412	R. R. Orchard.....	".....	35 08
413	.....	.....	.....
414	Charles Bey.....	Milk.....	43 20
415	Boos & Holbrook.....	Groceries.....	24 35
416	Matthew Cook.....	Butter.....	32 20
417	St. John & Churchill.....	Flour.....	232 60
418	J. B. Ketcham & Co.....	Groceries.....	87 13
419	F. N. Quale.....	Flour.....	55 00
420	A. B. Cole.....	Feed.....	14 60
421	A. A. Geroe & Son.....	Butter.....	16 58
422	Henry Winzenreid.....	Seed potatoes.....	4 50
423	Mettler Bros.....	Bedsteads, etc.....	32 95
424	E. A. Eversman.....	House furnishings.....	34 18
425	Bostwick, Braun & Co.....	".....	9 33
426	W. W. Farnsworth.....	Trees, plants, etc.....	18 00
427	Watcher & Masters.....	Shoes.....	68 00
428	Anderson Bros.....	Clothing.....	21 66
429	S. H. Frank & Co.....	".....	56 48
430	Vanstone & Crosby.....	Medicines.....	17 05
431	Chamberlin, Dyer & Fowler...	Coal.....	6 25
432	Toledo Gaslight & Coke Co...	Gas.....	19 43
433	C. A. Kirkley, M. D.....	Medical attendance.....	20 00
434	William Beatty.....	Secretary, etc.....	26 00

## SUMMARY.

Salaries of officers and employes.....	\$ 447 50
Subsistence.....	735 93
House furnishing and repairs.....	94 46
Clothing.....	146 14
Medicines.....	17 05
Fuel.....	6 25
Gas.....	19 43
Miscellaneous and incidental expenses.....	61 00

\$1,527 76.

## DETAILED EXPENSES.—Continued.

MAY.

No. of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
435	A. A. McDonald.....	Pay-roll .....	\$ 389 40
435	A. A. McDonald.....	Incidental expenses.....	65 00
436	John Meister.....	Meats.....	165 79
437	Wood & Acklin.....	Groceries.....	66 76
438	R. R. Orchard.....	" .....	54 72
439	Boos & Holbrook.....	" .....	37 16
440	Charles Bay.....	Milk.....	46 23
441	St. John & Churchill.....	Flour and Feed.....	61 60
442	J. B. Ketcham & Co.....	Groceries.....	43 77
443	J. C. Schneider & Co.....	Flour.....	113 00
444	A. B. Cole.....	Feed.....	5 81
445	A. A. Geroe & Son.....	Butter.....	5 80
446	W. P. Heston & Co.....	Molasses.....	26 12
447	W. A. Crane.....	Hay.....	30 06
448	T. S. Merrell & Co.....	Seeds and plants.....	33 72
449	F. H. Chapin.....	Syrup.....	11 25
450	Mettler Bros.....	Mattresses.....	15 50
451	E. A. Turley.....	Soap-stock.....	14 30
452	A. A. McDonald.....	Coal-stove.....	35 00
453	Cancelled.....	.....	.....
454	O. Augsbach.....	Brooms.....	5 50
455	Weed, Colburn & Co.....	Hats, etc.....	29 75
456	Watcher & Masters.....	Boots and Shoes.....	73 10
457	Fred. Eaton & Co.....	Clothing.....	54 75
458	Anderson Bros.....	Tape.....	2 02
459	Vanstone & Crosby.....	Medicines.....	18 51
460	C. A. Kirkley, M. D.....	Medical attendance.....	20 00
461	J. J. Malone.....	Coffin and case.....	13 00
462	William Beatty.....	Secretary.....	25 00
463	A. H. Hunker.....	Fire grenades.....	21 15
464	E. A. Eversman.....	House furnishings.....	8 51
465	Toledo Gaslight & Coke Co.....	Gas.....	12 25
466	Spear, Johnson & Co.....	Printing.....	22 70

## SUMMARY.

Salaries of officers and employes.....	\$ 434 40
Subsistence.....	701 85
House furnishing and repairs.....	73 30
Clothing.....	169 62
Medicines.....	18 51
Gas.....	12 25
Miscellaneous and incidental expenses.....	130 36
	\$1,530 29

## DETAILED EXPENSES--Continued.

JUNE.

No. of order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
467	A. A. McDonald.....	Pay-roll.....	\$ 374 00
467	A. A. McDonald.....	Incidental expenses.....	60 00
468	John Meister.....	Meats.....	164 48
469	Wood & Acklin.....	Groceries.....	49 09
470	R. R. Orchard.....	".....	61 01
471	Boos & Holbrook.....	".....	29 18
472	Charles Bay.....	Milk.....	43 20
473	St. John & Churchill.....	Flour.....	110 00
474	J. B. Ketcham & Co.....	Groceries.....	46 12
475	J. C. Schneider & Co.....	Flour.....	110 50
476	A. B. Cole.....	Feed.....	17 01
477	Vienna Pressed Yeast Co.....	Yeast.....	10 75
478	E. A. Turley.....	Soap-stock.....	14 19
479	L. S. Baumgardner & Co.....	House furnishings.....	34 50
480	G. W. Ketcham.....	Repairs, etc.....	15 10
481	Fred Kopf.....	Painting and repairs.....	53 25
485	Fred Boice.....	Lime.....	12 45
484	Kelsey, Lawton & Co.....	Lumber.....	13 94
485	E. A. Eversman.....	House furnishings.....	20 34
486	Fred Eaton & Co.....	Dry Goods.....	45 15
487	Anderson Bros.....	Clothing, etc.....	47 00
488	S. H. Frank & Co.....	".....	46 54
489	Roth & Friedman.....	Socks.....	8 85
490	Friedlander & Friedberg.....	Clothing.....	90 34
491	Vanstone & Crosby.....	Medicines.....	11 09
492	C. A. Kirkley, M. D.....	Medical attendance.....	20 00
493	William Beatty.....	Secretary.....	25 00
494	Central Telephone Co.....	Rent of telephone July 1 to Oct. 1..	25 00
495	Toledo Gas L't and Coke Co...	Gas.....	8 75

## SUMMARY.

Salaries of officers and employes.....	\$ 419 00
Subsistence.....	641 34
House furnishing and repairs.....	163 77
Clothing.....	236 93
Medicines.....	11 09
Gas.....	8 75
Miscellaneous and incidental expenses.....	85 00

\$1,565 88

## DETAILED EXPENSES.—Continued.

JULY.

No of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
496	A. A. McDonald.....	Pay roll .....	\$ 401 00
496	" " .....	Incidental expenses.....	70 00
497	John Meister.....	Meats .....	171 48
498	Wood & Acklin.....	Groceries .....	88 86
499	R. R. Orchard.....	" .....	80 11
500	Boos & Holbrook.....	" .....	54 27
501	Charles Bey.....	Milk and hay.....	88 11
502	St. John & Churchill.....	Flour.....	55 00
503	J. B. Ketcham & Co.....	Groceries .....	33 90
504	A. A. Geroy & Son.....	Butter and potatoes.....	15 59
505	J. C. Schneider & Co.....	Flour.....	108 00
506	A. B. Cole.....	Feed .....	25 43
507	T. S. Merrell & Co.....	Seed .....	2 60
508	Warner & Foote.....	Map of Ohio.....	15 00
509	E. A. Eversman.....	House furnishings.....	13 75
510	J. J. Freeman.....	Clocks.....	4 75
511	Mettler Bros.....	House furnishings.....	52 75
512	Anderson Bros.....	Dry Goods.....	43 02
513	Peter Sattler.....	Saddlery.....	8 20
514	C. C. Keysor.....	Straw .....	7 40
515	J. C. Webber & Co.....	Castings .....	10 98
516	Shaw, Kendall & Co.....	Repairs .....	6 58
517	E. Suder.....	Plants.....	20 50
518	Wachter & Masters.....	Boots and shoes .....	111 70
519	Vanstone & Crosby.....	Medicines.....	14 65
520	Toledo Gaslight and Coke Co..	Gas .....	9 10
521	Chamberlin, Dyer & Fowler...	Coal .....	43 09
522	C. A. Kirkley, M. D.....	Medical attendance.....	20 00
523	William Beatty.....	Secretary.....	25 00
524	{ Second National Bank.....	Pur. of Gen'l Fund Bonds \$5,000 with accrued interest \$63 12 }	5,063 12

## SUMMARY.

Salaries of officers and employes.....	\$ 446 80
Subsistence .....	72 87
House furnishing and repairs.....	167 93
Clothing.....	111 70
Medicines .....	14 65
Fuel .....	43 09
Gas .....	9 10
Incidental expenses.....	70 00
Purchase of General Fund Bonds (\$5,000) with accrued interest (\$63.12)..	5,063 12
	\$6,649 26

## DETAILED EXPENSES.—Continued

AUGUST.

No. of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
525	A. A. McDonald .....	Pay-roll .....	\$ 391 60
525	A. A. McDonald .....	Incidental expenses .....	65 00
526	John Meister .....	Meat .....	157 90
527	R. R. Orchard .....	Groceries .....	79 38
528	Boos & Holbrook .....	Groceries .....	45 29
529	Charles Bay .....	Milk .....	43 20
530	St. John & Churchill .....	Flour .....	102 50
531	J. B. Ketcham & Co. ....	Groceries .....	151 56
532	J. C. Schneider & Co .....	Flour .....	50 00
533	A. B. Cole .....	Feed .....	13 46
534	Mitchell & Brown .....	Flour .....	50 00
535	George Bayer .....	Celery plants .....	5 00
536	E. A. Eversman .....	House furnishings .....	6 52
537	Anderson Bros. ....	Merchandise .....	41 85
538	E. Suder .....	Plants .....	15 67
539	Fred Boice .....	Lime .....	5 70
540	Fred Kopf .....	Painting and Repairs .....	19 50
541	Fred Eaton & Co .....	House furnishings .....	13 19
542	Kelsey, Lawton & Co. ....	Lumber .....	14 00
543	E. A. Turley .....	Soap-stock .....	18 32
544	S. H. Frank & Co .....	Clothing .....	466 78
545	Vanstone & Crosby .....	Medicines .....	8 75
546	Chamberlin, Dyer & Fowler...	Coal .....	26 26
547	Toledo Gas Light & Coke Co..	Gas .....	11 55
548	G. W. Mullinix .....	Tug and scow for excursion .....	6 00
549	C. A. Kirkley, M. D. ....	Medical Attendance .....	20 00
550	William Beatty .....	Secretary .....	25 00

## SUMMARY.

Salaries of officers and employes .....	\$ 436 60
Subsistence .....	698 29
House furnishing and repairs .....	134 75
Clothing .....	466 78
Medicines .....	8 75
Fuel .....	26 26
Gas .....	11 55
Miscellaneous and incidental expenses .....	71 00
	<b>\$1,853 98</b>

## DETAILED EXPENSES.—Continued.

## SEPTEMBER.

No. of Order	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
551	A. A. McDonald.....	Pay-roll.....	\$ 401 60
551	A. A. McDonald.....	Incidental expenses.....	70 00
552	John Meister.....	Meats.....	143 91
553	R. R. Orchard.....	Groceries.....	67 12
554	Boos & Holbrook.....	Groceries.....	34 44
555	Charles Bay.....	Milk.....	43 20
556	St. John & Churchill.....	Flour.....	50 00
557	J. B. Ketcham & Co.....	Groceries.....	58 46
558	A. B. Cole.....	Feed.....	14 11
559	A. A. Geroe & Son.....	Butter, etc.....	6 64
560	G. Plock.....	Plants.....	11 50
561	Mitchell & Brown.....	Flour.....	100 00
562	Wood & Acklin.....	Groceries.....	56 98
563	E. A. Eversman.....	House furnishings.....	25 82
564	Anderson Bros.....	Thread.....	9 80
565	E. A. Turley.....	Soap-stock.....	14 42
566	J. C. Weeber & Co.....	Boilers.....	14 00
567	L. S. Baumgardner & Co.....	House furnishing supplies.....	39 21
568	Hassenzahl & Daudt.....	House furnishing supplies.....	38 75
569	Andrew Scheller.....	Straw.....	7 70
570	Black & Hoffman.....	Flannel.....	250 95
571	Friedlander & Friedburg.....	Caps.....	18 37
572	Vanstone & Crosby.....	Medicines, etc.....	13 45
573	Walding, Kinnan & Co.....	Medicines, etc.....	12 70
574	Chamberlin, Dyer & Fowler..	Coal.....	78 43
575	Toledo Gas L't & Coke Co....	Gas.....	15 57
576	Union Telephone Co.....	Telephone rent Oct 1 to Jan 1....	25 00
577	C. A. Kirkley, M. D.....	Medical Attendance.....	20 00
578	William Beaty.....	Secretary, postage, etc.....	27 00

## SUMMARY.

Salaries of officers and employees.....	\$ 446 60
Subsistence.....	586 36
House furnishing and repairs.....	149 70
Clothing.....	269 32
Medicines.....	26 15
Fuel.....	78 43
Gas.....	15 57
Miscellaneous and incidental expenses.....	97 50
	\$1,669 63



## DETAILED EXPENSES —Continued.

## OCTOBER.

No. of Order	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
579	A. A. McDonald .....	Pay-roll.....	\$ 407 40
579	A. A. McDonald .....	Incidental expenses .....	60 00
580	John Meister .....	Meats .....	154 06
581	R. R. Orchard .....	Groceries .....	65 71
582	Boos & Holbrook .....	Groceries .....	38 05
583	Charles Bay .....	Milk .....	43 20
584	St. John & Churchill .....	Flour .....	98 00
585	J. B. Ketcham & Co .....	Groceries .....	48 00
586	Wood & Acklin .....	Groceries .....	72 68
587	A. B. Cole .....	Feed .....	20 55
588	A. A. Geroc & Son .....	Butter .....	19 17
589	J. C. Schneider & Co .....	Flour .....	45 00
590	T. S. Merrill & Co .....	Beans .....	3 77
591	E. A. Eversman .....	House furnishings .....	12 59
592	Hassenzahl & Daudt .....	Crockery .....	16 03
593	Stevens Filter Co .....	Filter .....	16 00
594	Fred Boice .....	Lime .....	6 65
595	Peter Holzmer .....	Repairs .....	4 00
596	L. S. Baumgardner & Co .....	House furnishings .....	15 65
597	G. W. Ketcham .....	Black-mithing .....	13 45
598	Hoag & Neel .....	Lard oil .....	40 13
599	S. H. Frank & Co .....	Clothing .....	68 00
600	Wachter & Masters .....	Shoes, etc .....	71 70
601	Vanstone & Crosby .....	Medicines, etc .....	5 65
602	Walding, Kinnan & Co .....	Medicines, etc .....	7 93
603	Chamberlin, Dyer & Fowler .....	Coal .....	74 31
604	Toledo Gas L't & Coke Co .....	Gas .....	27 82
605	Spear, Johnson & Co .....	Stationery .....	6 40
606	Tol. Insane Asylum Trustees .....	Rent of room, May 1 to Nov 1, '84 .....	75 00
607	C. A. Kirkley, M. D. .....	Medical attendance .....	20 00
608	William Beatty .....	Secretary .....	25 00
609	A. A. McDonald .....	Expenses attending Reform Con .....	34 70

## SUMMARY.

Salaries of officers and employes .....	\$ 452 40
Subsistence .....	608 19
House furnishing and repairs .....	124 50
Clothing .....	139 70
Medicines .....	13 58
Fuel .....	74 31
Gas .....	27 82
Miscellaneous and Incidental expenses .....	176 10

\$1,616 50



## DETAILED EXPENSES.—Continued.

## NOVEMBER.

No. of Order	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
610	A. A. McDonald.....	Pay-roll.....	\$ 392 20
610	A. A. McDonald.....	Incidental expenses.....	45 00
611	John Meister.....	Meats.....	165 84
612	R. R. Orchard.....	Groceries.....	75 19
613	Charles Bay.....	Milk.....	43 20
614	St. John & Churchill.....	Flour.....	104 50
615	J. B. Ketcham & Co.....	Groceries.....	107 80
616	Wood & Acklin.....	Groceries.....	39 36
617	A. B. Cole.....	Feed.....	8 10
618	A. A. Geroe & Son.....	Butter.....	7 92
619	J. C. Schneider & Co.....	Flour.....	90 00
620	Mathew Cook.....	Butter.....	49 92
621	John Emch.....	Corn and straw.....	40 45
622	Fred Bruback.....	Saur-kraut.....	5 50
623	E. A. Eversman.....	House furnishings.....	24 79
624	Peter Holzmer.....	Repairs.....	30 00
625	L. S. Baumgardner & Co.....	House furnishings.....	20 71
626	B. Melink & Co.....	House furnishings.....	4 00
627	Faunce & Leland.....	Stationery.....	3 88
628	Walding, Kinnan & Co.....	Medicines and House furnishings.....	15 94
629	Wm. Grah & Son.....	Hair clipping.....	2 00
630	Tobias Cober.....	Repairs.....	8 62
631	John A. Waite.....	Repairs, etc.....	29 15
632	S. H. Frank & Co.....	Clothing.....	22 53
633	Wachter & Masters.....	Shoes.....	66 50
634	Friedlander & Friedburg.....	Clothing.....	14 00
635	Chamberlin, Dyer & Fowler.....	Coal.....	296 96
636	Toledo Gas L't & Coke Co.....	Gas.....	27 83
637	C. A. Kirkley, M. D.....	Medical attendance.....	20 00
638	William Beatty.....	Secretary.....	25 00

## SUMMARY.

Salaries of officers and employes.....	\$ 437 23
Subsistence.....	737 98
House furnishing and repairs.....	129 21
Clothing.....	102 83
Medicines.....	9 88
Fuel.....	296 96
Gas.....	27 83
Incidental expenses.....	45 00

\$1,786 69

## DETAILED EXPENSES.—Continued.

DECEMBER.

No. of Order.	IN FAVOR OF WHOM.	FOR WHAT PURPOSE.	AMOUNT.
639	A. A. McDonald	Pay-roll	\$ 384 00
639	"	Incidental expenses	20 00
640	John Meister	Meats	155 69
641	R. R. Orchard	Groceries	79 61
642	Boos & Holbrook	"	59 01
643	Charles Bay	Milk	43 20
644	St. John & Churchill	Flour	90 00
645	Wood & Acklin	Groceries	27 76
646	J. B. Ketcham & Co.	"	68 34
647	A. B. Cole	Feed	7 43
648	J. C. Schneider & Co.	Flour	45 00
649	Matthew Cook	Butter	76 32
650	Wm. P. Heston & Co.	Glasses	24 50
651	Henry Heffebower	Vinegar, etc.	9 13
652	Henry L. Crane	Hay	14 58
653	Worrs, Kirk & Bigelow	Sandres	18 97
654	E. A. Eversman	House furnishings	35 31
655	Vanstone & Crosby	House furnishings and medicines	14 45
656	G. W. Ketcham	Blacksmithing	6 60
657	Kelsey, Lawton & Co.	Lumber	2 04
658	Chas. Messek	Labor and Plaster	5 00
659	Peter Sailer	Repairs, etc.	13 5
660	Wachter & Masters	Shoes, etc.	66 45
661	S. H. Frank & Co.	Clothing	91 47
662	Toledo Gaslight and Coke Co.	Gas	35 35
663	Joseph Popp	Livery hire	2 50
664	C. A. Kirkley, M. D.	Medical attendance	20 0
665	William Beatty	Secretary	25 00
482	A. A. McDonald	Carpets	77 70
639	"	Salaries of officers and employes	\$ 429 00
639	"	Subsistence	719 54
639	"	House furnishing and repairs	143 30
639	"	Clothing	157 92
639	"	Medicines	10 85
639	"	Gas	35 35
639	"	Miscellaneous and incidental expenses	72 50
			\$1 568 46

## SUMMARY

## TREASURER'S REPORT.

## STATEMENT OF RECEIPTS AND DISBURSEMENTS.

## RECEIPTS.

Balance on hand	December 31, 1883	.....	\$6,168 68
January 19—	Received from Roth & Friedman	.....	240 00
February 23—	“ “ State of Ohio	.....	5,207 16
February 23—	“ “ Roth & Friedman	.....	260 00
March 15—	“ “ C. M. Montgomery	.....	20 00
March 15—	“ “ Frank Stevens	.....	10 00
March 15—	“ “ Roth & Friedman	.....	280 00
April 15—	“ “ Roth & Friedman	.....	300 00
May 15—	“ “ Frank Stevens	.....	10 00
May 15—	“ “ Roth & Friedman	.....	320 00
May 18—	“ “ State of Ohio	.....	5,251 69
June 5—	“ “ Roth & Friedman	.....	320 00
July 9—	“ “ Roth & Friedman	.....	260 00
July 14—	“ “ Montgomery and Stevens	.....	60 00
August 14—	“ “ Roth & Friedman	.....	245 00
August 25—	“ “ State of Ohio	.....	5,336 03
Sept. 8—	“ “ Roth & Friedman	.....	260 00
Sept. 8—	“ “ Frank Stevens	.....	10 00
October 8—	“ “ Roth & Friedman	.....	250 00
October 8—	“ “ Frank Stevens	.....	10 00
Nov. 12—	“ “ C. M. Montgomery	.....	20 00
Nov. 12—	“ “ Roth & Friedman	.....	280 00
Nov. 21—	“ “ State of Ohio	.....	5,238 87
Dec. 10—	“ “ Roth & Friedman	.....	190 00
Balance and Receipts .....			\$30,577 37

## DISBURSEMENTS.

*Orders Paid Each Month During the Year.*

January	.....	\$1,591 94	
February	.....	2,169 58	
March	.....	1,818 16	
April	.....	1,527 76	
May	.....	1,530 20	
June	.....	1,565 88	
July	.....	6,649 26	
August	.....	1,853 98	
September	.....	1,669 63	
October	.....	1,616 60	
November	.....	1,786 69	
December	.....	1,568 46	
Total orders issued .....		\$25,348 23	
Receipts	.....	\$30,577 37	
Disbursements	.....	25,348 23	
Balance on hand	December 31, 1884	.....	5,229 14
Sinking Fund account (Lucas county bonds)		.....	4,010 00
“ “ “ “ “ “ “ “		.....	5,000 00
“ “ “ “ (City of Toledo)		.....	1,225 00

## SUPERINTENDENT'S REPORT.

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*To the Board of Directors of Toledo House of Refuge and Correction:*

GENTLEMEN:—This is the tenth annual report; it is the fifth under my supervision, and it is for the year ending December 31, 1884.

From the opening of this institution, eleven years ago, up to December 31, 1884, there have been committed to its care 843 boys. Of this number, 621 came from the "State at large" and 222 from the city of Toledo.

Throughout the year everything that could be done to make the boys contented with their lot has been attended to with the strictest care. They have been comfortably and nicely clad, their food has been abundant and of the best quality, and there is nothing that would cause them to "struggle for freedom" except the partial deprivation of their liberties here, and the rigid discipline of school and labor to which they are subjected.

With increased experience and a more extended knowledge of reform school material, I am prepared to say that better results have been attained, that reformation has taken a wider range and deeper root than for any other year in the history of this school.

Keeping pace with advanced methods in the management of the "bad boy," new plans are adopted for his pleasure, employment and education, and with the very encouraging results of these methods, new hopes are entertained for the complete saving of a greater number of those who seemed to have been lost to everything that was manly and true. The boys have entered more heartily into their play; they have performed more and better labor; the causes for reprimand and punishment have gradually diminished; their interest in school work has been heightened, and the general

growth of manly conduct has been as sure and steady as would be expected by any who are familiar with reform school work. Boys, when admitted, are, with few exceptions, rough in conduct, untruthful, impudent, scarcely able to read or write, and withal, rather below the average in intelligence. Under the laws of Ohio they were convicted of larceny, burglary, highway robbery, rape, arson, or some equivalent State offense, and sent here upon these charges. These offenses indicate the true bent of their natures, and besides an inherited inclination to do petty crimes they have, most of them, lived from infancy up to the time they were committed under influences that would destroy even those with better purposes and stronger manhood to withstand the teachings of the wicked and the vicious, and he who assists in saving this class must be experienced, competent and earnest, and never falter or weary of well doing. Under the best system of manual and mental training possible to give these boys, the change in them we so much desire to see, that we so earnestly hope for and pray for, is of very slow growth, because a desirable change is a change in their character—yes, in their very natures, and to claim that reform schools have a process through which each individual case may be moulded into a type of the perfect boy in a brief space of time, or even to claim that all of them will go out and become respectable citizens, would be to claim what never had been, nor cannot now be accomplished. Reform schools are doing a great and good work. The many devoted men and women engaged in this missionary labor could not but produce excellent results. The records of this and all other schools offer conclusive proof that they are saving, annually, scores of young men and boys who, without this or some other equally potent influence, would surely wind up a career of crime in prison or upon the gallows—but they cannot save them all. Possibly the general public may expect too much of reform schools, and if so, these expectations may have been raised by "Annual Reports" that have enlarged and magnified the occasional bright spots that have rewarded their efforts, while nothing is said of the hopeless cases that have exhausted the energy and sapped the very life of the best and most patient men and women that ever entered upon the discharge of any department of labor. It is pleasant to write and speak of our success; it is equally gloomy and unpleasant to make record of our failures, but success in many stubborn

cases and failures in many others, attend the efforts of the most successfully conducted reformatory in the country. We have boys in this institution who had been inmates of other reform schools, and who "by their good conduct," "by reaching their worthy," "*by being reformed,*" had been discharged only to pray upon society as they were wont to do and as their true inwardness directs them.

Successes and failures are and will be recorded, and it is no reflection upon the management of any reform school to say—it has not, nor it cannot save them all. When admitted they do not like our rigid discipline because they are not accustomed to it. They do not like to be regularly employed in any wholesome industry because their irregular and meager living had been obtained by other means. They were almost totally ignorant of books, school work was decidedly distasteful and every subterfuge they could conceive would be used in resisting our efforts to teach them.

In short, boys sent to reform schools possess all the attributes of nature and education that the law contemplates in providing them with homes where they may be taught to think and to labor, and where they may be made to realize the fact that true happiness lies in a higher plane of civilization than that on which they had been living. As every school boy has a bright and interesting side to his nature, so have these, but in these boys this brightness had been so completely obscured by the cultivation of their darker natures, that to dispel the cloud and let in the sunlight of cleanliness, obedience, industry and education requires the experience, tact, wisdom and patience of the best of teachers, and anything less than the best teaching power will fail.

Each commitment is an independent and complete study by itself, and a perfect understanding of his case will not serve as a perfect guide for controlling any other inmate. Each has his peculiar characteristics that are distinctively different from those of any other boy, and if they be met in such a way that he will be benefited by the contact, decisions must be promptly made and without mistake. With an experience of eighteen years as teacher in all grades of schools, I do not hesitate to say that not



one, public or private, maintains better order than this, nor is there one in which the same degree of excellent discipline is maintained with less friction or less effort.

Experience also teaches that rigid discipline is not all there is of this peculiar work. Order and quiet and obedience are necessary helps toward the great end to be attained, but should we rest satisfied with these apparent results, actual reformation would be lost sight of in the nervous anxiety of maintaining order and reform will last no longer than the period of their incarceration.

Reform school work is actual business intensified, and he who enters upon the discharge of this kind of employment with no higher motive than "to get a place" or "work for pay," may be able to maintain order, but he will make a miserable failure in his attempt at improving the boys. Throughout the year our efforts have been directed by the necessities of each individual case, each boy has received the special attention and encouragement his *strangely wrought nature would demand*, he has been required to develop and improve every talent for good he possessed, and while we are too experienced in this department of industry and too familiar with the results of reform school work to claim that everything desirable here had been reached—yet, with an incessant watchfulness over these wards and a never-faltering purpose to succeed, together with the system of personal teaching in vogue here, the results have been extremely gratifying.

#### SCHOOLS.

Our boys are divided into two divisions, one of which attends school in the forenoon while the other division is at work. In the afternoon they alternate, thus giving them four hours each day in school—except during the heated term of July and August—when we have learned that it is to the boys' advantage in every way to divide their time between farm work and play. The school rooms are nicely furnished, light, roomy and attractive. The schools are graded, they are well supplied with books and material, and they have been successfully managed. The Sabbath School continues



a cheerful and attractive feature of our work. Hundreds of visitors to these exercises have spoken in the highest terms of praise for the order, attention and progress made in this important department of reform.

### EMPLOYMENT.

There is nothing more important in the reformation of these boys than to teach them how to work, and to inspire them with a desire to be employed. Idleness laid the foundation for the crimes that sent them here. Shiftlessness was a strong element in their composition, and to change them to prompt and willing hands, regular and systematic employment is an absolute necessity. In the departments of labor and its influence for good upon the inmates success has been attained in a high degree which is evidenced by a greater quantity, and a better quality of products from every department of industry than were ever before produced. The farm and garden have been thoroughly cultivated, producing all grades of the finest vegetables in abundance for the entire household. The knitting factory has "turned out" over sixteen thousand dozens pairs of socks and ladies' hose. In the tailoring department all the clothing of every kind worn by the boys was manufactured. The bakery, engine room, laundry, kitchen and store room also furnish employment for those who have tastes in these directions, and in all cases where boys would be benefited by the process they are passed from one of these industries to another till they become proficient in them all. The work of the farm, garden, factory, bakery, laundry and the care of live stock is not only performed by the boys, but the foremen of these departments are taken from the ranks, and in these positions as leaders, no better opportunities could be offered for a boy's improvement, or to cultivate what qualities for good he may possess, because frequent changes from foremen to ranks soon teach him that it is right and just "to do unto others as he would have others do unto him."

### RECREATION AND AMUSEMENT.

To relieve the inmates from the weariness that regular employment would produce even upon older persons, we have been constant in our endeavor to give them the full complement of out-door play and in-door

entertainments that would be accorded to children of the best of families. Our pleasant and beautifully shaded play grounds have been the scenes of *as earnest play, as friendly games and as hearty laughter as was ever witnessed or heard.* The base-ball craze struck us in early spring and continued till it was "too cold to play," affording solid enjoyment for inmates and visitors in witnessing the earnest contests for prizes offered for the victorious nines. These physical exercises have been healthful and invigorating, they have produced a state of contentment that could not have been reached by other means, and they have been strong helps in reforming. Our boys have given a number of concerts and rhetorical entertainments to visitors, besides repeating them many times before audiences in Toledo and neighboring villages for the benefit of churches and Grand Army reunions. These literary and musical efforts have inspired them with new mental activity, and the confidence thus gained by contact with the "outer world" is *invaluable in teaching them how to do and how to act when discharged from our custody.* All holidays were duly and elaborately observed, every restraint removed and the boys furnished with bountiful supplies of everything that would tend to make them contented, cheerful and happy. Through the kindly interest of William St. John, Esq., and the generosity of the captain of the elegant steamer *Sappho*, the boys were treated to a delightful excursion out to Lake Erie on the 15th day of August. During the winter months we were instructed and amused with exhibitions, concerts and lectures freely given by Toledo's amateur talent that was ever ready and willing to assist in cheering the boys on in their resolve to become useful men and respected citizens.

#### WHY COMMITTED AND WHEN DISCHARGED.

Boys are not sent to reform schools as a means of punishment but rather for the purpose of saving them from crime. The reasons why they were committed are numerous and in many instances very strange. While many of them are inherently bad and would, without question, disregard the teachings and abuse the privileges and advantages offered by the best homes in the State—yet, the moral, mental and physical conditions of the great majority of these boys can be directly charged to their parents, and could the strong arm of the law rest more heavily upon these,

the really responsible and criminal parties, commitments to reform schools would grow proportionately less. The law commits "till they are 21 years of age," but in all cases where a *boy's* interests are to be considered, law and humanity "yield to the softer side of mercy" and give him the benefits of all opportunities presented for his improvement; hence, while the rules governing this House very properly make each inmate responsible for his conduct, they also credit him with every indication of reform, thus making his stay here depend solely upon his moral improvement, and under this plan no wrong could possibly have been perpetrated because the rules have been faithfully and conscientiously administered.

#### THE FIRST DEATH IN FOUR YEARS.

I am pained to report the death of Charles Pierson, which occurred on the 17th of May, caused by an attack of acute bronchitis. This boy was 17 years of age, and the case was a peculiarly sad one, inasmuch as he had no relatives, nor had he any friends outside the institution except the boys who had been discharged from here. During his sickness he had the best of medical aid, he was constantly cared for by competent and kind attendants and everything that could be done to relieve him was administered by sympathizing friends. With an aggregate of 410 boys, this is the first death to report in four years.

#### HEALTH

Our boys have been well fed and clothed, and throughout the entire year they have been remarkably healthy, vigorous and strong. The location of this school is a delightful one, situated on dry, sandy soil and high above the bank of the Maumee river. The play-grounds are large and beautifully shaded, sewerage and drainage are complete, the sleeping apartments are large with high ceilings and good ventilation, and everything necessary to promote health is here offered

#### DISCIPLINE AND ESCAPES.

No one who knows will doubt that this school is well and pleasantly disciplined, nor can he successfully question the statement that this excel-

lent discipline is reached and maintained by generous and humane treatment of the boys. Each case requiring investigation is referred to the Superintendent, who decides and punishes according to the offender's culpability. No hasty conclusions are reached, no injustice done. In all cases of doubt the boy receives the benefit, and every sentiment of kindness and charity is extended by instructors whose earnest desire is to develop the noblest qualities he may possess. This is an open reformatory, there is nothing to hold the boys except the eye of the employe in charge of the play-ground, and as we have a smaller number employed in proportion to the number of inmates than either of the eighteen schools that exchange reports with us, opportunities are freely offered for boys to run away. About 25 per cent. of the commitments are born tramps, besides possessing a sort of sneakish nature that descends to a fawning for favor, while the meaning is—"give us a chance."

The manner of treating this class has nothing whatever to do with their attempts to escape. They are prompt to obey, always ready to report the shortcomings of other boys, they are ready and willing at all times to promise anything and even to make suggestions in the way of reform, but they are the very soul of insincerity in look, act and thought. It is out of this number that escapes largely occur, and from these the dreaded, tramping criminal comes. If there be anything under this head indicative of success or failure in a reform school, the *attempts to escape* would play a weightier part than the number actually successful. With the almost unlimited liberties and privileges accorded these boys, we have had but nine attempts and seven escapes.

In concluding this brief review of our year's work I wish here to express my deep feelings of gratitude to the employes for their patience, their earnestness and untiring efforts to make this a pleasant and profitable home for the boys. Much of our success is due to Mr. J. F. Norton, deputy superintendent, and to Mr. James W. Weston, senior teacher, for their prompt and cheerful attention to all matters pertaining to their respective departments. To the publishers of the *Daily Bee*, *Daily Post* and *Sunday Journal*, we are thankful for the free offerings of these valuable papers.

I thank you gentlemen of the Board for your uniform kindness and courtesy. I appreciate the pleasant relations that have always existed between us, and am truly grateful for the ready and valuable assistance given by each individual member to make my administration instrumental in advancing the great cause of juvenile reformation.

Respectfully Submitted,

A. A. McDONALD,

*Superintendent*

**Table No. 1**

*Shows the Number Admitted, Discharged, Apprenticed and Escaped During the Year Ending December 31, 1884.*

Whole number admitted since the opening of the Institution,	843
No. received on commitment during the year 1884,	57
“ discharged to their homes,	39
“ for whom employment was secured,	4
“ apprenticed,	2
“ escaped,	7
“ died,	1
“ remaining in the Institution Dec. 31, 1884,	193

**Table No. 2**

*Shows the Number of Escapes Each Month of the Year.*

January,	None
February,	None
March,	None
April,	None
May,	None
June,	Two
July,	Two
August,	None
September,	None
October,	Three
November,	None
December,	None
Total,	Seven

Table No. 3

*Shows the Counties from which those Committed were sent.*

Butler,	4
Cuyahoga,	1
Fulton,	2
Martin,	1
Darke,	1
Wyandot,	3
Wood,	7
Lucas,	7
Mahoning,	9
Sandusky,	1
City of Toledo,	21
Total,	57

Table No. 4

*Shows the Ages of those Admitted During the Year.*

Ten years of age,	11
Eleven years of age,	7
Twelve years of age,	5
Thirteen years of age,	16
Fourteen years of age,	9
Fifteen years of age,	5
Seventeen years of age,	4
Total,	57



**Table No. 5***Shows the Nativity of those Admitted During the Year.*

Michigan,	2
Ohio,	36
New York,	5
Canada,	2
Pennsylvania,	1
Germany,	1
Unknown,	10
	—
Total,	57

**Table No. 6***Shows the Nationality of Parents.*

American, (white),	20
American, (colored),	4
English,	1
Irish,	15
German,	11
French,	2
Poland,	1
Jew,	3
	—
Total,	57

**Table No. 7***Shows the Commitments for Each Month in the Year 1884.*

January,	3
February,	6
March,	7
April,	4
May,	6
June,	5
July,	2
August,	5
September,	4
October,	3
November,	6
December,	6
	—
Total,	57

**Table No. 8***Shows by What Authority they were Committed.*

Probate Court,	35
Police Court,	16
Common Pleas Court,	2
Mayor's Court,	4
	—
Total,	57

**Table No. 9***Shows Average Number in the Institution Each Month of the Year.*

January,	190
February,	191
March,	190
April,	189
May,	188
June,	187
July,	185
August,	190
September,	190
October,	189
November,	190
December,	193
Average for the year,	189

**Table No. 10***Shows the Cause of Commitment.*

Petit Larceny,	14
Incorrigibility and destruction of property,	6
Vagrancy and petit larceny,	21
Larceny and burglary,	3
Incendiarism,	1
Attempt to commit rape,	2
Stabbing to wound,	1
Cracking safes,	4
Robbery,	2
Grand larceny,	3
Total,	57

**Table No. 11**

*Shows the Moral and Social Condition of the Inmates Prior to Entering the Institution.*

Number who were full orphans, . . . . .	10
“ who had lost father, . . . . .	9
“ “ “ mother, . . . . .	13
“ whose parents are living, . . . . .	25
“ who had used profanity, . . . . .	57
“ “ “ tobacco, . . . . .	50
“ “ “ intoxicating liquors, . . . . .	20

**Table No. 12**

*Shows the Average Monthly Attendance in School.*

January, . . . . .	185
February, . . . . .	187
March, . . . . .	184
April, . . . . .	180
May, . . . . .	182
June, . . . . .	170
July, . . . . .	—
August, . . . . .	—
September, . . . . .	178
October, . . . . .	184
November, . . . . .	184
December, . . . . .	186

**Table No. 13***Shows Work Done in Tailor Shop.*

Winter pants—pairs, . . . . .	198
“  coats, . . . . .	191
Summer pants—pairs, . . . . .	398
Winter shirts, . . . . .	296
Overalls, . . . . .	18
Summer shirts, . . . . .	380
Straw ticks, . . . . .	21
Bed spreads, . . . . .	18
Overcoats, . . . . .	4
Vests, . . . . .	17
Caps, . . . . .	27
Aprons, . . . . .	78
Bibs, . . . . .	100
Summer coats, . . . . .	5
Towels, . . . . .	368
Sheets, . . . . .	50
Pillow cases, . . . . .	50
Quilts, . . . . .	29

**Table No. 14***Shows Garden and Farm Products.*

Potatoes, . . . . .	976 bushels
Apples, . . . . .	400 “
Beans—white, . . . . .	60 “
“  —Lima, . . . . .	10 “
Beets, . . . . .	150 “

Parsnips, . . . . .	50 bushels
Carrots, . . . . .	10 "
Onions, . . . . .	270 "
Corn—sweet, . . . . .	125 "
Tomatoes, . . . . .	200 "
Peas, . . . . .	65 "
Cucumbers, . . . . .	40 "
Lettuce, . . . . .	50 "
Turnips, . . . . .	150 "
Squash—winter, . . . . .	200 "
" —summer, . . . . .	15 "
Celery, . . . . .	2,500 roots.
Cabbage, . . . . .	3,500 heads.
Grapes, . . . . .	50 bushels.
Pears, . . . . .	10 "
Strawberries, . . . . .	6 "

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**Table No. 15**

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*Shows List of Live Stock.*

Horses, . . . . .	2
Cows, . . . . .	2
Hogs, . . . . .	10
Chickens, . . . . .	80

## INVENTORY OF PROPERTY.

*To the Honorable Board of Directors Toledo House of Refuge and Correction :*

GENTLEMEN:—The following is an inventory of property in the House of Refuge and on the premises of the same at this date—December 31, 1884 :

A. A. McDONALD, *Supt.*

## Property in General.

95 boys' headsteads,	80 yards Am. Brussels carpet,
13 officers' bedsteads,	10 rocking chairs,
140 chairs in several departments and factory,	60 yards hall matting,
12 wash stands,	6 husk and cotton mattresses,
1 black walnut table,	2 suits parlor furniture,
2 marble top center tables,	3 towel racks,
3 extension dining tables,	4 writing desks,
1 letter-press stand,	1 letter press,
2 steel engravings,	4 chromos,
2 sewing machines,	14 wash bowls,
13 water pitchers,	120 bed spreads,
130 woolen blankets,	1 hair mattress,
212 pillows,	25 table cloths,
104 straw ticks,	110 napkins,
445 pillow slips,	70 bed comfortables,
352 sheets,	1 medicine case and bottles com- plete,
500 towels,	2 gas drop lights,
8 bureaus,	2 clocks,
10 looking glasses,	200 volumes miscellaneous reading matter donated to boys,
2 fine bed-room suits,	300 volumes in library.
390 yards ingrain carpet,	
95 yards body Brussels carpet,	



**Officers' Dining Room.**

8 platters,	6 water pitchers,
6 creamers,	6 sugar bowls,
48 dinner plates,	48 soup plates,
45 pie plates,	48 breakfast plates,
36 salt cellars,	50 individual butter dishes,
60 sauce dishes,	60 teacups and saucers,
10 vegetable dishes,	24 table spoons,
72 teaspoons,	4 dozen plated knives,
4 dozen plated forks,	5 castors,
4 butter knives,	4 pickle dishes,
6 preserve dishes,	6 celery dishes,
8 soup tureens,	2 coffee pots,
2 tea pots,	1 china tea set.

**Kitchen and Store-Room.**

2 large stoves—"Great West"—and furniture,	1 ice cream freezer,
3 porcelain kettles,	2 tin boilers,
20 stone crocks,	4 tin pails,
20 milk pans,	12 cake pans,
35 pie pans,	48 jelly glasses,
12 dish pans,	60 glass fruit jars,
72 tin fruit cans,	1 refrigerator,
3 common tables,	65 jelly bowls,
4 iron kettles,	1 coffee mill, small,
12 dippers,	2 ice tongs,
4 coffee boilers,	1 steak broiler.

**Bakery.**

1 bread trough—new,	1 flour sifter,
1 bread rack,	1 bread table—new,
1 flour chest,	2 bread boxes.

**Laundry.**

12 wash boards,	15 sad irons,
1 clothes wringer,	7 ironing boards,
4 clothes baskets,	2 common tables,
3 clothes racks,	20 bars for drying room.

**Boys' Dining Room.**

13 tables,	72 soup pans,
26 benches,	26 large table spoons,
190 soup plates,	125 small table spoons,
36 bowls,	175 knives,
13 salt dishes,	175 forks,
12 coffee cans,	5 dish pans,
154 tin cups,	13 soup ladles.

**Meat Market.**

1 meat block,	1 steel,
2 meat saws,	1 scraper,
1 meat cleaver,	1 platform scale—600 lbs.,
2 meat knives,	2 pork barrels.

**Barn.**

1 trade wagon (three spring) covered,	1 grass hook,
1 lumber wagon—one-horse,	1 lawn mower,
2 harness—single,	1 post auger,
1 English surray two-seated one-horse wagon,	1 five-ton hay scales,
10 bags,	30 bathing pails for boys,
1 twenty-gallon kettle,	1 wood stove (sheet iron) cast lining, used in factory,
1 one-horse cultivator,	1 horse blanket for street,
1 one-horse plow,	1 horse blanket for barn,
	5 picks,

8 shovels,	4 garden rakes,
10 spades,	2 hay forks,
6 grub hoes,	1 bush scythe,
16 garden hoes,	1 hay scythe.
3 potato hooks,	

**Live Stock.**

1 horse,	12 hogs,
2 cows,	60 chickens.

**Engine Room.**

2 planes,	1 brace and 3 bits,
2 small chisels,	2 augers,
2 files,	1 pair pliers,
3 hammers,	1 pair shears,
1 lantern,	1 towel,
1 scoop shovel,	5 pair pipe tongs,
1 hand saw,	1 pipe wrench,
2 wood axes,	2 pipe cutters,
1 square,	2 stocks and dies,
1 grindstone,	5 cold chisels,
1 force pump,	1 tape line,
1 <i>common vise</i> ,	1 <i>steam pump and connections</i> ,
1 pipe vise,	1 glue pot,
1 wheel barrow,	2 wedges,
2 pails,	1 soap kettle—32 gallons,
4 oil cans,	1 soldering iron,
2 jugs,	7 taps,
2 putty knives,	1 lamp,
1 flue cleaner,	3 wrenches,
1 hatchet,	1 mallet,
1 screw driver,	1 draw knife.

**Miscellaneous.**

- |                       |                         |
|-----------------------|-------------------------|
| 15 lamps,             | 2 red chairs for porch, |
| 1 easy chair,         | 1 ice saw,              |
| 1 patent rocker,      | 1 cross-cut saw,        |
| 5 rugs,               | 2 pairs tailor shears,  |
| 50 feet poor hose,    | 1 crow bar,             |
| 4 sleigh runners,     | 1 organ for schools,    |
| 2 fire extinguishers, | 1 sideboard,            |
| 1 lounge,             | 1 large coal stove,     |
| 8 pails,              | 1 wood stove.           |
| 10 slop pails,        |                         |

# RULES AND REGULATIONS

—OF THE—

## House of Refuge and Correction.

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### BOARD OF DIRECTORS.

I. The Board shall elect, annually, at the first regular meeting in May, one of their members as President; and, at the same meeting, it shall appoint a secretary, and such other officers as may be necessary, and fix the compensation for their services.

II. In case a vacancy shall occur in either of said offices, by death, resignation or removal, the same shall be filled by an election, to be held at the first regular meeting of the Board after said vacancy shall occur.

III. The president shall preside at all meetings of the Board. He shall call special meetings of the Board, when he shall deem the same necessary, or when requested to do so by two members thereof. He shall cause monthly, upon the third Monday in each month, and annually, upon the first Monday in January, statements of the affairs of the institution to be made out by the Secretary, specifying minutely, all receipts and expenditures, for whom and for what purpose received, and to whom and for what purpose paid, with proper vouchers for each item, and shall submit the same, properly certified, to the Council for examination and approval.

IV. In his absence a President *pro tem* shall be appointed.

V. Monthly meetings of the Board shall be held at least once in each month; and until otherwise ordered by resolution adopted by the Board, shall be on the second Wednesday of each month. A majority of said Board shall constitute a quorum

#### ORDER OF BUSINESS

1. Reading of minutes of last meeting.
2. Report of Superintendent as to affairs of the institution.
3. Report of Executive Committee.
4. Report of Treasurer.

5. Presentation by respective committees, under call, and action by the Board, in their order, on claims, as follows: First, claims for subsistence; second, claims for clothing; third, claims for fuel and light; fourth, claims for salaries of officers and employes; fifth, claims for building, repairs and house furnishing.

6. Miscellaneous business. Under this head each member of the Board shall be called in alphabetical order, that each one, as chairman of special committee or otherwise, may bring before the Board any matter he wishes acted upon; the Secretary shall also be called. If call is not fully completed, the Board shall adjourn to a fixed time to complete business.

VI. The Board shall make the following appointments, to be known as "Officers of the House of Refuge and Correction," viz: Superintendent, Deputy Superintendent, Matron, Assistant Matron, Teachers. The salaries of said appointees shall be fixed by, and they shall hold their respective offices (except the Superintendent) subject to removal for cause by the Board. The Board shall determine the number, position and salaries of all other employes required for the management of the institution.

VII. No officer (Superintendent, Deputy Superintendent, Matron, Assistant Matron or Teacher) shall be absent from the institution for a night without the consent of the Executive Committee

VIII. No Director, as such, shall receive compensation for his services.

IX. The Board shall, from time to time, determine by resolution, the price to be charged for maintaining inmates.

TREASURER.

X. The Treasurer shall have the care and custody, and be charged with all the moneys belonging to the institution.

He shall collect all drafts of the Board, together with all bills and accounts for money due the institution, and shall disburse the funds belonging to the institution, upon warrants drawn by the Secretary and signed by the President.

He shall give security, to be approved by the Board, for the faithful performance of his duties, in the sum of ten thousand dollars.

He shall render a statement at each monthly meeting of the Board of the amount of moneys in his hands belonging to the institution.

SECRETARY.

XI. The Secretary shall notify the Directors of all meetings of the Board.

He shall notify the several members of the Executive Committee of the time of the commencement and expiration of their service upon such Committee.

He shall attend all meetings of the Board, and keep a full record thereof.

He shall keep regular accounts of the receipts and disbursements of the institution.

He shall audit and file all bills against the Board.

He shall make out for the Board monthly and annual statements of the affairs of the institution, specifying minutely all receipts and expenditures, from whom and for what purpose received, and to whom and for what purpose paid, with vouchers for each item.



He shall draw all drafts upon the Treasurer, which shall be signed by the President

EXECUTIVE COMMITTEE.

XII. There shall be an Executive Committee, the same to be composed of three members of the Board and the Superintendent, who shall serve for the term of one year.

Said Committee shall have the general care of the institution, and in the absence of specified instructions from the Board, shall exercise its soundest discretion in all matters requiring immediate attention.

The acting members thereof shall visit the institution at least twice in each month; and at such times the said Committee shall carefully inspect the institution in all its departments, shall hear and receive reports from its several officers touching their several departments, making memoranda thereof, and, when necessary, prepare and present the same to the Board at the next regular meeting.

*It shall carefully inquire into the comfort and condition of the inmates*

Said Committee shall have power to suspend from duty any officer of the institution (except Superintendent) when in their opinion good and sufficient cause exists therefor, until a meeting of the Board can be convened, and the question of such suspension is disposed of.

XIII. It shall become familiar with the character and qualifications of all inmates, and especially those named by the Superintendent as candidates for apprenticeship; fix the term of apprenticeship, and procure suitable places for those worthy of release.

It shall, as far as practicable, endeavor to be informed as to the conduct and condition of apprentices, and the conduct of the employer toward them.

They may, for good causes, grant the return of apprentices and cancel indentures, and, when satisfied that the master of an apprentice has become unsuitable to have charge of the child, they shall endeavor to secure the release of the apprentice; and, if practicable, secure another master, without returning the apprentice to the institution. They shall

report to the Board of Directors at its regular meeting all business transacted by them during the month.

Said Committee shall carefully inquire into commitments to the House, and, in case of their disapproval, such persons shall not be received as inmates; none to be received maimed, of unsound mind or under the age of ten years, except upon the approval of the Executive Committee.

It shall have charge of the subject of employment of the inmates of the institution at trades, the opening of workshops, etc., and shall report to the Board, from time to time, the results of their investigation therein.

XIV There shall be five other Standing Committees, each composed of two members of the Board, to be appointed by the President and approved by the Board, at the first or second regular meeting in May of each year, vacancies existing during the year to be filled in the same manner:

1. On Subsistence.
2. On Clothing.
3. On Fuel and Light.
4. On Salaries of Officers and Employes.
5. On Building, Repairs and House Furnishing.

All bills, before payment, shall be examined and endorsed "approved," by one at least of the respective Committee, and no bill shall be approved by such Committee unless the same has been compared with the Superintendent's statement, and is endorsed "compared," and shall have the evidence thereon of having been filed with the Secretary at least six days prior to the meeting of the Board, at which payment shall be made; the Secretary to endorse on bills the date when received, and after assorting them, put them in separate packages for respective Committees, the approval of which, under this rule shall be needed to bring the same before the Board for payment.

XV. Parties making accounts against the institution shall be notified by the party authorized to contract the indebtedness, that duplicate bills must be furnished, one to the Secretary of the Board and one to the Superintendent, at least six days previous to the second Wednesday of the month following the date of the account, to secure payment that month.

## RULES OF THE HOUSE OF REFUGE.

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### SUPERINTENDENT.

I. The Superintendent shall reside in and have the supervision of all the departments of the House, and shall be the executive officer representing the Board of Directors, to enforce the rules and regulations for the government of the institution, its officers and employes.

II. He shall have the direction of all *officers* and *employes* of the House, and be responsible for their acts and conduct while on the premises or in discharge of duties connected with the House, and any infringements or violations of the rules, regulations or discipline thereof.

III. He, together with the Executive Committee, shall have power to suspend any officer of the institution, until the Board of Directors can be convened to determine the question of such suspension, and he shall have power to discharge any employe of the institution, whenever the interest of said institution shall, in his judgment, require such a discharge.

IV. He shall daily inspect the buildings and premises.

V. He shall keep the books of the institution, as herinafter named.

VI. He shall attend all meetings of the Board, and shall thereat make report of the affairs of the institution. On the first Wednesday in January in each year he shall present to the Board a full and detailed report of the management and affairs of the institution for the preceding year, together with an inventory of all personal property under his care belonging to the institution.

VII. He shall have daily prayers in the chapel, and, in conjunction with the Executive Committee, secure moral instruction and devotional services on the Sabbath.

VIII. He shall, under direction and advice of the proper Commit-

tee, procure the necessary supplies of the House; shall purchase such material as shall be wanted for the employment of the inmates, and dispose of the articles manufactured by them, and of such products of the farm as are not wanted for use.

IX. He shall keep an accurate account of all the current expenses of the institution, and shall credit therein, at their cash value, products of the farm, the moneys received for the support of inmates, and from all other sources; and shall, after comparing his duplicate of bills for accounts incurred by him, with his accounts for the month, kept in "Current Expense Account Book." and pay roll and contingent account, entered in full in said book, at least three days previous to each monthly meeting of the Board, file with the Secretary a complete and detailed statement of the previous month's expenses incurred by him, separated under the various heads corresponding with the respective Standing Committees, for use of such Committees in determining correctness of bills.

X. He shall lay before the executive Committee all applications for apprentices, and the names of such inmates as are proper subjects for apprenticeship.

XI. He shall conduct the correspondence of the House, write at stated periods to masters, and encourage communications from children who have been indentured or discharged.

XII. He shall cause all supplies to be carefully inspected, and take care that nothing impure or unsound be admitted to the House.

XIII. He shall see that proper rules for the government of the officers, employes and inmates, not inconsistent with these By-Laws, be made, understood and enforced.

XIV. He shall have all officers and employes of the institution having charge of any department, weekly convene with him, and at such meetings receive from each, reports of all matters concerning the discipline or other interests of the institution, of which meetings full records shall be kept, and, in the same record, any rules made by the Superintendent for the government of the officers and employes be entered. Said record to be presented at the regular monthly meeting of the Board.

XV. He shall in a record kept for that purpose, enter all cases of corporeal and other punishments administered by him, or by his order, (except trifling punishments for trivial violations of rules), names of offenders, date and nature of offense, and date and kind of punishment, and from such record, make full monthly reports, together with full particulars as to all inmates recommended for discharge or apprenticeship, accompanying the same with all information the records of the Institution affords, or can be attained, as to such inmates so recommended.

DEPUTY SUPERINTENDENT.

I. *The Deputy Superintendent shall assume and perform all the duties of the Superintendent necessary to be performed in his absence or inability.*

II. It shall also be his duty to aid in the discipline, instruction, supervision and general management of the institution.

III. He shall, under the direction of the Superintendent, have charge of the schools of the institution, and be responsible for their proper management.

IV. He shall, when required by the Superintendent, keep the books of the institution, be responsible for their neatness and accuracy, and shall, at all times, perform such duties as may be assigned to him by the Superintendent.

MATRON.

I. The Matron shall, under the direction of the Superintendent, have the general charge and direction of all the domestic arrangements of the House, and see that cleanliness, order and propriety are uniformly maintained in all the departments thereof.

II. She shall have charge of the clothing of the inmates, and be responsible for the sufficiency, cleanliness and good condition of the same.

III. She shall see to and be responsible for the healthfulness, variety, good quality and sufficiency of the food of the inmates; that the sick

have proper attention; that the directions of the physicians are strictly observed; and shall have a maternal regard for all that come under her care.

IV She shall see that the employes under her charge are faithful in the discharge of their duties, discreet in their deportment and strict in their observance of the regulations of the institution.

#### TEACHERS.

I. The teachers shall instruct the inmates in such branches of education as may be required by the Board, and shall use all proper means to inspire them with a love of study, and lead them justly to estimate the value of a sound and practical education; and shall constantly strive, by precept and example, to impress upon their minds the importance of good order, self-government, and purity of mind and body.

II. They shall attend to the cleanliness and good order of the school-rooms, and shall be responsible for the safety, care and preservation of all books, furniture, apparatus and fixtures provided for the same, and by strict personal examination see that no injury or waste is suffered.

#### LIBRARY.

I. A library of well selected books, appropriate for the inmates of the institution shall be maintained.

II. The Deputy Superintendent shall have charge of the same.

#### BOOKS.

The following books shall be kept by the Superintendent:

I. Commitment Record. This book shall contain the name of the person committed, his age, description, nativity, place of residence, name of father or mother, where living, employment, state of education, health, date of commitment, by what authority and for what cause.

II. Daily Record. This book shall contain a clear exhibit of the daily state and conditions of the inmates, the number received, the number

discharged, and the number in the institution; the number sick and the disease, number in school, number employed in the workshops, as servants, or in cultivating the premises.

III. *Current Expense Account Book.* This book shall contain a detailed statement of all services rendered, and purchases made for and on account of the institution, by and from whom, when delivered, and performed, and the price thereof.

It shall also contain a statement of all receipts by the Superintendent, from whatever source, on account of the institution.

IV. *Grade Books.* These books shall contain the daily standing of each inmate, showing his grade, merits and demerits, his promotion or degradation, date and cause thereof.

V. *Grade Ledger.*

VI. *Visitors' Record.* This book shall contain the names of visitors, and residence thereof.

#### VISITORS.

I. The institution will be open for visitors upon the third Wednesday of each month, from 2 until 5 o'clock P. M.; but visitors cannot be admitted to any part of the premises at this or any other time without a permit from one of the Directors, or the express permission of the Superintendent.

II. Relatives will not be permitted to visit inmates oftener than once a month, unless by special permission of the Superintendent; and any article designed for inmates must pass through the hands of the Superintendent.

III. Visitors will, upon the permission of the Superintendent, be permitted to visit the week day school, and devotional exercises on the Sabbath; but on the latter day they will be expected to retire immediately after the services are ended.

IV. No visitor will be permitted to communicate with the inmates unless by consent of the Superintendent, and then only in the presence and hearing of an officer.



## REWARDS.

V. There shall be five grades in the school, known as Grades Five, Four, Three, Two and One; Number Five, being the lowest, shall be known as the grade of disgrace, and inmates in this grade will be known by the absence of badges.

1. Number Four shall be the grade of "Trust."
2. Number Three shall be the grade of "Hope."
3. Number Two shall be the grade of "Honor."
4. Number One shall be known as the Highest Grade, and shall be that of "Excelsior."

VI. Any youth committed to the institution, and received by the Directors thereof, will be made acquainted with the rules and placed in Grade Number Four, and shall receive the badge of "Trust." He shall also be credited with 210 marks of merit, which marks will stand between him and the Grade of Disgrace, and which marks can only be removed by bad conduct. For each day he shall receive credit of three merits, but shall also be each day charged with such demerits as his conduct demands. The demerits shall be determined as follows: Each officer shall have a small memorandum book, in which he shall note all instances of misconduct, together with the date thereof. When the inmates are called for the purpose of making up the grade record, which shall be done at least once in two days, these memorandums and all reports of misconduct shall be presented to the Superintendent and he shall charge up such demerits as in his judgment shall be just; and this system of crediting and charging shall be carried out through each grade. If the demerits of any inmate in Grade Number Four shall exceed his daily credits and his surplus credit of two hundred and ten, his badge shall be taken from him, and he shall be reduced to the Grade of Disgrace, and shall continue therein until his credits shall exceed two hundred and ten, when he shall be restored to Grade Number Four. Any inmate in Grade Four who shall have gained four hundred and twenty merits over and above all demerits and his surplus credit of two hundred and ten, shall be promoted to Grade Three, and receive the badge of that grade, and so on to the highest grade.

Any inmate escaping, or conspiring to escape, from the institution, in addition to such other punishment as the Superintendent shall inflict, shall forfeit the number of merits required under this rule to place him in the grade in which he shall be at the time of such offense; and for other heinous offenses, such as rebellion against or resisting of officer, or willful and wanton destruction of property, or other like offense, he shall forfeit such number of earned merits as the Superintendent deems the offense demands.

In a separate book from the grade records, called "Grade Ledger," an account shall be kept with each inmate; such account to be opened with a credit of two hundred and ten, and his earnings of merit over demerits each month credited to him, under the head of grade in which they have been earned; the surplus over the number required for advancement to higher grade to stand to his credit; advancements to higher grades to be made at the end of a month.

VII. Inmates who have attained Grade Number Two, shall be considered as fit subjects for positions of trust in the different departments of the institution. Inmates, who have attained Grade Number One, shall be regarded as entitled to such positions of trust and the special confidence of the Superintendent, who may permit them to go unattended out of the institution and grounds, on errands of business or pleasure. When discharged or apprenticed, after having attained to either of said grades, they shall receive a "Reward of Merit," signed by the President of the Board and Superintendent, and attested by the Secretary, with the seal of the institution attached.

VIII. The Superintendent is authorized to give extra merits for extra good conduct.

IX. The Superintendent shall, at each regular monthly meeting report the names of such boys as he deems fit subjects for discharge, with statement of their character, nature of their homes, and such other matters concerning them as will enable the Board to determine their fitness for and the wisdom of their discharge.

No inmate who has been regularly received, shall be discharged from the institution, unless by the special resolution of the Board, or upon the approval of the Executive Committee.

## PUNISHMENTS.

In case of combinations among the inmates to resist the authority of the officers, and in flagitious cases of wilfull offenses, punishment shall be promptly administered. In other cases great caution and forbearance shall be observed, but some punishment must follow the commission of every offense of a serious nature. In minor offenses and indiscretions, gentle admonition and reproof shall be adopted.

In all cases care should be taken to impress the offender with the conviction that the object of administering punishment is to subdue their vicious passions, to promote their welfare individually, to secure the good of the institution, and at the same time to convince them beyond a doubt that discipline and good order will be maintained at all hazards.

For the first offense the punishment shall be as light as the end to be attained by it will allow. In cases of the repetition of the offense, or oft repeated transgression, the punishment may be increased in severity.

Punishments may be inflicted by the deprivation of amusement and recreation, by withholding some favorite article of food, or some privilege or indulgence, by loss of rank or standing in the class, by imposing some irksome duty, by close or solitary confinement for a limited period, and, when it becomes absolutely necessary to maintain good order and to enforce the rules and regulations of the institution, by corporal punishment by the Superintendent; and when this shall have failed, the inmate so offending shall, by order of the Executive Committee, be remanded to the Court committing him, to receive the sentence pointed out for the crime by him originally committed.

## GENERAL REGULATIONS.

The object of the institution being the reformation of its inmates, it shall be incumbent on each officer to see that all rules and regulations are strictly observed, and they shall promptly report any failures therein. The intercourse of officers and employes with the inmates shall be so conducted as to convince the inmates that this is the great end and aim of the institution. Kindness, coolness and competency are qualifications that shall be required of all officers and employes.

Every inmate shall at all times be in charge of some responsible person unless otherwise herein directed, and that person shall be held responsible for his safe-keeping, until intrusted to another person duly authorized; and all costs of recapture, at the direction of the Board, shall be deducted from the wages of the person so in charge when such escape shall occur.

Any person having charge of the boys during their time of recreation, shall see that a kind and proper tone of feeling is observed among them; that they do not use violence or injure each others clothing, use profane or indecent language, or mar or deface the building, fixtures, furniture, shrubs or trees.

All persons in the institution, who are in health and can leave their appointed duties at the time, shall attend daily devotional exercises in the chapel, and the religious services on the Sabbath, unless special leave of absence is granted.

No spirituous liquors or intoxicating drink shall be brought on the premises, unless by order of the physician. No officer or employe shall at any time make use of such liquor, nor shall any inmate make use of tobacco on or about the premises.

No explosive oils shall be used for light; and no transient lights shall be used in or around the premises without being enclosed in lanterns.

No person regularly employed in the institution shall be absent from his duties without permission from the Superintendent; and persons getting such permission, shall be required to procure a substitute, to be approved by the Superintendent, to fill his duties during his absence.

No inmate will be permitted to leave the premises without the consent of the Superintendent

Amendments can be made to these By-Laws by resolution of the Board at any meeting of the same.