



EIGHTH ANNUAL REPORT

OF THE

BOARD OF DIRECTORS & OFFICERS

OF THE

HOUSE OF REFUGE & CORRECTION

OF THE

CITY OF TOLEDO, OHIO,

TOGETHER WITH THE

RULES AND REGULATIONS,

FOR THE YEAR ENDING DECEMBER 31st,

1882.

THE BOARD OF DIRECTORS.

GEORGE L. JOHNSON,	Term expires May 16, 1887.
F. B. SHOEMAKER,	Term expires May 16, 1888.
WALTER PICKENS,	Term expires May 16, 1884.
WM. St. JOHN,	Term expires May 16, 1885.
HENRY KAHLO,	Term expires May 16, 1886.

OFFICERS OF THE BOARD.

GEORGE L. JOHNSON,	PRESIDENT.
F. B. SHOEMAKER,	TREASURER.
N. A. MARSH,	SECRETARY.
A. A. McDONALD,	SUPERINTENDENT.
J. F. NORTON,	DEPUTY SUPT.
Mrs. HELEN McDONALD,	MATRON.

House of Refuge and Correction.

The House of Refuge and Correction of Toledo, Ohio, is beautifully situated on a high and commanding plateau on the Northerly bank of the Maumee river, about two miles above the City of Toledo. The grounds upon which the buildings are erected are forty feet above the level of the river. The river at this point is about half a mile wide; and its banks, which are rugged and romantic, furnish the finest marine views in Northern Ohio.

The main building is of substantial character, the foundation of stone and the superstructure of brick. It is four stories high, including the basement, all of which is above ground. It has been constructed at great cost to the city, and with a view to the comfort, convenience and general welfare of all its inmates. Its halls are wide, its ceilings high, its school-rooms, dining-rooms, work-rooms, play-rooms, hospital and dormitories are all spacious and well ventilated. The building is heated by steam, and hot and cold water is furnished in abundance. An artesian well, eighty feet deep, furnishes pure water for culinary and drinking purposes. The house is designed to accommodate about two hundred inmates, besides officers and employes.

The grounds, furnished by the city, contain twenty-five acres of land, a part of which, being broken by beautiful ravines, is divided into orchard,

field, garden and lawn, and is devoted to the uses of the House of Refuge and Correction. The whole furnishes a most beautiful, attractive and comfortable refuge for wayward and homeless boys.

Stone walls, cells and bars are not required to retain its inmates. Kind and considerate treatment furnish the chief barriers against escapes.

The school and library furnish occupation for the mind, while the field, the garden, the work-shops and play-grounds furnish abundant means for recreation and physical development.

In the erection and equipment of this Institution, the City of Toledo has furnished another proof of the high estimate her citizens place upon the benefits to society and the State, to be derived from the careful restraint and correct development of the wayward, homeless and outcast youth of the land.

REPORT OF THE DIRECTORS.

TOLEDO HOUSE OF REFUGE AND CORRECTION,

TOLEDO, April 2, 1883.

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

GENTLEMEN:—We herewith present the eighth annual report of the management of the Toledo House of Refuge and Correction for the year ending December 31st, 1882, and respectfully invite your attention to the report of the Superintendent.

The Institution the past year has made very decided progress toward attaining the object contemplated in its establishment, as a place for the proper government and reformation of vicious and criminal boys, and we are satisfied that it has never done better work in this direction than it is now doing.

The whole number of boys received by the Institution since its organization is 731,—533 State boys and 178 from the City of Toledo. Of those discharged 174 have been apprenticed to farmers and discharged to employment and trades. The number of boys remaining in the Institution December 31, 1882, was 187.

The health of the inmates, officers and employees has been good; notwithstanding many of the boys come to us very feeble from exposure and inherited debility, not a single case of severe sickness and only one death has occurred in four years. This we accord to our healthy location, good drainage, pure air, regular hours for sleep, labor, study and recrea-

tion, good wholesome food—all agencies well calculated to produce health and development in growing boys.

During the past year much has been done in improving and beautifying the grounds and providing the building with necessary conveniences. The Board contemplate the building of an addition to the present Knitting Factory and store-room, painting the cornice of the main building, and in many ways giving the Institution a home-like appearance, all of which we are enabled to do, by the practical and economical management of the Superintendent, and the industry of the inmates.

In the education of the boys we respectfully refer your Honorable Body to the report of the Superintendent and teachers.

For a detailed statement of the financial affairs of the Institution, we call your attention to the report of the Treasurer and Secretary, which are herewith submitted.

We have revised the rules for the government of our body, and trust upon examination, will have your approval.

We have availed ourselves of every opportunity that has presented to gain information respecting the management and standard of reform attained in similar institutions in the United States, and it is simply justice to state that the House of Refuge and Correction at Toledo, is nowhere excelled.

When the matter of continuing the contract was first introduced in the General Assembly, there was an overwhelming sentiment in favor of removing the boys to the Reform Farm at Lancaster; and that the Institution in this city has been granted the State support until April 1, 1886, is entirely owing to a demonstration of the superior work being performed therein.

It is proper to add in this connection, that to Mr. and Mrs. A. A. McDonald, Superintendent and Matron, is due the credit for having made the Toledo House of Refuge and Correction a model reformatory. Their judicious, incessant and solicitous care for the wayward boys committed to their keeping, is deserving of the praise which it affords us pleasure to acknowledge.

We extend to your Honorable Body, together with our citizens generally, a cordial invitation to visit the Institution.

We add, for general information, the contract with the State of Ohio :

This Agreement, made and entered into in pursuance of the joint resolution adopted by the General Assembly of the State of Ohio, on the 29th day of March, A. D. 1883, entitled "A Joint Resolution, relating to the House of Refuge at Toledo, Ohio," by and between the State of Ohio, by the Auditor of State and the Attorney-General, party of the first part, and the City of Toledo, by the Board of Directors of the House of Refuge and Correction of said City, party of the second part, *WITNESSETH*,

1. That the said party of the second part, in consideration of the agreements and stipulations hereinafter named, hereby agrees to receive, keep, care for, support, and maintain for the period of three years, in said House of Refuge and Correction, such boys (not being citizens of said city, and sentenced by a court therein) under the age of 16 years and not exceeding the average number, for said term, of one hundred and sixty (160), as may be sentenced to confinement therein, under the laws of Ohio.

2. That the care, support, maintenance and discipline of such boys by the said party of the second part shall not be inferior to that provided for the youth at the Reform Farm for Boys near Lancaster, Ohio.

3. That said boys shall be furnished by said party of the second part with such mechanical industries upon the premises of said institution as are necessary for their proper employment.

4. That the said party of the first part hereby agrees that whenever and as soon as money shall be lawfully appropriated for the purpose, to pay the party of the second part at the rate of two dollars and fifty cents (\$2.50) per week for each boy so kept, cared for, supported, and maintained as aforesaid, during his confinement in said House of Refuge and Correction, unless such boy be a resident of the City of Toledo, and sentenced by a court therein.

5. That it is especially agreed by the parties hereto, that nothing herein contained shall be in any way construed to be initiatory steps for the establishment of an additional Reform School, or that this contract shall continue for a longer period than three years from its date.

Dated April 2d, 1883.

Respectfully submitted:

GEO. L. JOHNSON,	} <i>Board of Directors.</i>
F. B. SHOEMAKER,	
WALTER PICKENS,	
WM. ST. JOHN,	
HENRY KAHLO,	

N. A. MARSH, *Secretary.*

Treasurer's Report.

Statement of Receipts and Disbursements in 1882.

Receipts.

January 1—Cash balance on hand.....	\$ 8,216 10	
“ 31— “ from Roth & Friedman	100 00	
Feb'ary 9— “ “ “ “	150 00	
March 1— “ “ Auditor of State.	4,564 31	
“ 23— “ “ Roth & Friedman	150 00	
April 24— “ “ “ “	180 00	
May 22— “ “ “ “	180 00	
“ 20— “ “ Auditor of State.	4,942 60	
June — “ “ Roth & Friedman	200 00	
July 27— “ “ “ “	210 00	
August 19— “ “ Auditor of State.	5,273 66	
“ 26— “ “ Roth & Friedman	177 10	
Sep'ber — “ “ “ “	200 00	
Oct'ber 30— “ “ “ “	170 00	
Nov'b'r 23— “ “ “ “	175 00	
“ 27— “ “ Auditor of State.	5,071 45	
Dec'ber — “ “ Roth & Friedman	150 00—	\$30,110 22

Disbursements.

January—Orders redeemed.....	\$ 1,677 61
Feb'ary — “ “	1,361 15
March — “ “	1,726 12
April — “ “	1,834 69
May — “ “	1,294 76
June — “ “	1,531 01
July — “ “	1,531 20
August — “ “	1,796 60
Sept'ber— “ “	1,014 44
October — “ “	2,284 09
Nov'ber— “ “	1,838 63
Dec'ber— “ “	5,839 69

\$23,729 99

Dec'ber 31—Cash balance on hand.....	6,380 23—	\$30,110 22
Outstanding orders unpaid.	120 16	

Actual unappropriated cash balance.....\$ 6,260 07

Respectfully submitted,

F. B. SHOEMAKER, *Treasurer.*

Secretary's Report.

Statement of Receipts and Disbursements in 1882.

Detailed Statement of Balance and Receipts from all Sources.

By Treasurer.

1882.

January 1—Unappropriated bal. on hand.	\$ 8,207 10
“ 31—Rec'd from Roth & Friedman	100 00
Feb'ary 9— “ “ “ “	150 00
March 1— “ “ Auditor of State.	4,564 31
“ 23— “ “ Roth & Friedman	150 00
April 24— “ “ “ “	180 00
May 20— “ “ Auditor of State.	4,942 60
“ 22— “ “ Roth & Friedman	180 00
June — “ “ “ “	200 00
July 27— “ “ “ “	210 00
August 19— “ “ Auditor of State.	5,273 66
“ 26— “ “ Roth & Friedman	177 10
Sep'ber — “ “ “ “	200 00
Oct'ber 30— “ “ “ “	170 00
Nov'b'r 23— “ “ “ “	175 00
“ 27— “ “ Auditor of State.	5,071 45
Dec'b'r — “ “ Roth & Friedman	150 00
	\$ 30,101 22

By Superintendent.

January 1—Contingent Fund on hand.	\$ 1 43
March — Rec'd from sale of calves.	6 00
Sep'b'r — “ “ “ old material.	12 00
Nov'b'r — “ “ “ weighing hay	20— 19 63
Total receipts from all sources.	\$30,120 85

DISBURSEMENTS.

Orders issued on Treasurer during 1882.

By Secretary.

January—By orders issued on Treasurer	\$ 1,676	11
Feb'ary— “ “ “ “ “	- 1,507	75
March — “ “ “ “ “	- 1,599	25
April — “ “ “ “ “	- 1,814	69
May — “ “ “ “ “	- 1,386	53
June — “ “ “ “ “	- 1,548	83
July — “ “ “ “ “	- 1,571	34
August — “ “ “ “ “	- 1,749	44
Sep'ber— “ “ “ “ “	- 1,462	94
October— “ “ “ “ “	- 1,864	42
Nov'ber— “ “ “ “ “	- 5,909	83
Dec'ber— “ “ “ “ “	- 1,750	02—\$23,841 15

By Superintendent.

January—Cash disbursed	-----	\$	1	43
March — “ “	-----		6	00
Sep'ber — “ “	-----		12	00
Nov'ber— “ “	-----		20	— 19 63
Total disbursements 1882	-----		\$23,860	78
Unappropriated cash bal. in hands Treas.			6,260	07
			\$30,120	85
Contingent Fund in hands of Superintendent Dec. 31	-----	\$	37	
Unappropriated cash bal. in hands Treas.			6,260	07
Total bal. in hands of Treas. and Supt.				
Dec. 31, 1882	-----	\$	6,260	44

Detailed Statement of Expenditures, 1882.

Building and Repairs.

William Peters, lumber.....	\$ 37 64	
Fred. Boice, brick and lime.....	43 20	
W. C. Hamnett, wall paper, etc.....	45 74	
Tobias Cober, carpenter work.....	42 23	
Toledo Door, Sash & Blind Co., lumber..	16 96	
McCreery & Co., lightning rods.....	131 04	
Webber & Schunck, castings.....	11 03	
Shaw, Kendall & Co., steam-fitting.....	125 65	
Rood & Clark, plumbing.....	7 23	
T. J. Thompson, plumbing.....	5 00	
Hoag & Neel, paints, oil, etc.....	19 95	
Waite & Williams, plumbing.....	49 40	
By Superintendent.....	125 50—\$	660 57

Fuel and Light.

Chamberlin, Dyer & Fowler, coal.....	\$ 510 94	
Gosline & Barbour, coal.....	813 33	
Toledo Gas Light & Coke Co., gas.....	242 08	
Law & Co., coal.....	74 84	
By Superintendent.....	35 75—\$	1,676 94

Clothing, Shoes, &c.

Weed, Colburn & Co., hats, etc.....	\$ 27 41	
Wachter & Masters, shoes.....	530 45	
Trepanier & Anderson, cloth.....	192 56	
C. L. Luce & Co., cloth.....	865 23	
Roth & Friedman, hose.....	38 73	
F. Eaton & Co., cloth.....	981 25	
By Superintendent.....	15 25—\$	2,650 88

Subsistence.

Winfield & Co., merchandise.....	\$ 10 40
Geo. Bay, milk, etc.....	362 26
West & Truax, merchandise.....	66 49
A. B. Cole, groceries.....	153 87
Samuel Taylor, vinegar.....	10 44
Charles Oeckel, meal.....	22 22
I. H. Detwiler, flour.....	260 50
John Meister, meat.....	1,574 10
T. D. Parker, groceries.....	598 72
Wood & Acklin, groceries.....	1,294 81
Ketcham, Bond & Co., groceries.....	574 55
Boos & Holbrook, coffee, tea, etc.....	409 21
F. N. Quale, flour.....	1,647 50
A. A. Geroe & Son, groceries.....	245 31
Worts, Kirk & Bigelow, groceries.....	25 48
Vanstone & Crosby, merchandise.....	36 30
Mitchell & Brown, flour.....	105 00
H. Van Fleet, vinegar.....	5 88
E. M. Hill, butter.....	6 82
John Rinehart, buckwheat flour.....	8 00
Palmer & Case, flour.....	351 50
W. P. Heston & Co., groceries.....	28 32
By Superintendent.....	121 52—\$ 7,919 20

Furniture and Housefurnishings.

Meilink, Small & Co., furniture.....	\$ 115 66
Hassenzhal, Daudt & Co., crockery.....	32 35
Toledo Broom Co., brooms.....	14 50
E. A. Eversman, hfg's.....	342 96
W. W. Cullison, hfg's.....	87 19
By Superintendent.....	80 50—\$ 673 16

Books, Stationery and Printing.

Geo. B. Brown, stationery.....	\$	7	38	
Spear, Johnson & Co., printing.....		98	75	
T. J. Brown, Eager & Co., books.....		10	60	
D. C. Cook, papers.....		9	00	
Faunce & Leland, books and stationery....		36	99	
R. L. Polk & Co., directory.....		4	00	
By Superintendent.....		15	00	\$ 181 63

Traveling Expenses, Postage, Telegrams and Express Charges.

By Secretary, postage, etc.....	\$	12	50	
By Superintendent, traveling, postage, etc.		100	25	\$ 112 75

Drugs, Medicines and Medical Attendance.

C. A. Kirkley, M. D.....	\$	240	00	
W. W. Cullison, medicines, etc.....		100	00	
West and Truax, " ".....		40	00	
By Superintendent, " ".....		9	56	\$ 389 56

Garden Expenses.

E. W. E. Koch, trees.....	\$	5	00	
E. Suder, plants.....		6	13	
H. Phillips, seeds.....		15	85	
W. Wallace, plants, etc.....		35	90	
T. S. Merrell & Co., seeds.....		85	70	
By Superintendent.....		39	25	\$ 187 83

Cost and Repairs of Vehicles and Keeping of Live Stock.

M. J. Cooney & Co., wagon.....	\$	95	05	
W. A. Crane, hay.....		138	46	
Peter Gensline.....		7	50	
John Schafer, straw.....		24	34	
G. W. Ketcham, blacksmithing.....		52	90	
J. Saltler & Son, harness.....		61	10	
Hall & Nill, feed.....		6	58	

G. W. Norton, straw.....	12 74	
Fred. Wolf, repairs.....	50 00	
Milburn Wagon Co., wagon.....	90 00	
By Superintendent.....	105 75—\$	644 42

Implements and Tools.

J. W. Greene, s. m. supplies.....	\$ 11 20	
By Superintendent.....	2 50—\$	13 70

General Expenses.

Toledo Transfer Co., buss.....	\$ 22 00	
Midland Telephone Co., rent.....	100 00	
Boody House.....	20 25—\$	142 25

Sinking Fund Account.

Lucas County General Fund Bond.....		\$ 4,010 00
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Compensation of Officers and Employees.

A. A. McDonald, superintendent.....	\$1,183 33	
Mrs. A. A. McDonald, matron.....	300 00	
J. F. Norton, deputy superintendent.....	480 00	
G. H. Poulson, teacher.....	242 67	
L. L. Mayer, teacher.....	360 00	
A. W. Douthitt, teacher.....	122 50	
N. A. Marsh, secretary.....	320 00	
Wm. Duden, engineer.....	278 05	
Geo. Nash, engineer.....	36 00—\$	3,322 55

Wages of Help About the House and Premises.

Mrs. M. M. Gardner, laundress.....	\$ 24 00	
Mary Lawtence, ".....	10 40	
Mary Hoacock, ".....	10 00	
F. Burbach, labor.....	8 00	
Grant Schafer, labor.....	11 60	
Robt. Kelley, watchman.....	162 00	

J. Woodbury, dormitories	46 80
F. Harwood, store-room	40 40
E. M. Wilcox, laundry	40 40
Martha A. Cutter, laundry	5 60
Amanda Rose, "	34 80
Laura D. Nace, assistant matron	13 60
Emma J. Wagner, " "	36 80
Helen Aldrich, " "	24 00
Rhoda Richardson, cook	140 00
Mary Tesboss, assistant cook	24 00
Mary Clevidence, " "	10 00
Jennie Chapman, " "	10 00
E. C. Ross, tailoress	206 00
Stella Leach, dining-room	16 40
Lodeska Freeman, dining-room	86 00
Laura Theobald, assistant matron	8 00
Lotta Merchant, store-room	44 80
Dora Robinson, " "	49 20
Julia Moore, dormitories	17 20
Ellen Kestner, "	22 80
Jennie Smith, "	30 00
Wm. Schram, gardner	39 00
Foster Johnson, cook	11 00
Charles Messick, labor	15 00
Sarah Trapp, assistant matron	67 20
Maggie Barley, cook	10 34—\$ 1,275 34

Recapitulation.

Building and repairs.....	\$ 660 57
Fuel and light.....	1,676 94
Clothing, shoes, etc.....	2,650 88
Subsistence.....	7,919 20
Furniture and housefurnishing.....	673 16
Books, stationery and printing.....	181 63
Traveling, postage, express and telegrams.....	112 75
Drugs, medicines and medical attendance.....	389 56
Garden expenses.....	187 83
Cost and repair of vehicles and keeping of live stock.....	644 42
Implements and tools.....	13 70
General expense.....	142 25
Sinking Fund account (Lucas County bonds),.....	4,010 00
Compensation of officers.....	3,322 55
Wages of help.....	1,275 34
Total.....	\$23,860 78

Respectfully submitted,

N. A. MARSH, *Sec'y.*

Superintendent's Report.

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

GENTLEMEN—The eight annual report of Superintendent of Reform School for Boys (under your Directory) for the year ending December 31, 1882, is herewith presented—the same being the third under my supervision.

The year has been one of unalloyed prosperity in every department of health, labor, recreation, school and of moral improvement. The boys have been furnished with clean, warm clothing; abundant nourishing and palatable food; comfortable beds and perfectly ventilated sleeping apartments; four hours each day for play and recreation; light and healthful employment on the farm, in the factory or some department of the House; and with superior facilities for obtaining a good common school education. Under the influence of an excellent system of help, whose ready and hearty co-operation in all efforts for the welfare of the boys, and whose intelligent and vigilant care for every interest intrusted to them, a state of discipline has been reached and maintained superior to any ever before here inaugurated. Since this Reformatory was established there have been committed to its care 731 boys. Of these 553 came from the "State at large," and 178 from the City of Toledo. Of those discharged, 98 have been apprenticed to farmers, 74 discharged to employment and trades

and 2 are employed here—one as night watchman and the other in charge of the farm and garden. The aggregate for the year was 237; the greatest number at one time was 192; and remaining at close of the year 187, with positions as follows: 67 were in the Trust or lowest grade; 54 in Hope; 68 in Honor, and 8 were in Excelsior or highest grade. The health of the boys has been excellent, to a degree never before reached here, nor excelled in any institution of equal number. Not even a serious case of sickness has come to mar our general prosperity or interfere with our efforts to restore to better physical condition those who were victims of diseases inherited from corrupt and vicious parentage. This splendid condition of health is due to our excellent location and perfect drainage, to pure air and wholesome food, to regular habits and scrupulous cleanliness, to plenty of work—mental and physical.

The year has been more successful in every particular than any other since I assumed the superintendency. The unmistakable evidences of solid mental growth—the result of a systematic and earnest application to their school work; the change from a decided relish for reading nothing but a low order of literature to a desire for the perusal of biographies of good men, accompanied by earnest and frequent inquiries concerning their acts and doings, with a wish to imitate them, form the true basis upon which a superstructure of respectability and usefulness may be erected out of the woefully neglected and sadly demoralized material that is constantly being drifted toward Reform Schools. While it is true that these boys when committed are unlettered, unreliable and with few good fixed purposes of thought or action—it is equally true that, with very few exceptions, they are not more vicious or more criminal by nature than other boys, their condition being almost wholly due to the corrupting influences and poisoned atmosphere that have served to displace all that is good and promising in them with a spirit of recklessness and lawlessness—leading to crime and arrest. True to the purposes for which this school was established, those committed to its care are what an experienced officer would term extremely bad boys. In fact, they do not possess that quiet and cultivated air which makes one feel there is nothing here to do, but rather the expression, "Eternal vigilance is the price of victory," has greater significance in an open reformatory for boys than in any other business or

situation with which I am acquainted. Here we had an average daily attendance of 180, ranging from 11 to 20 years of age, who have lived these years away from the refining influences of good homes; they had been willing subjects and apt scholars in the society of the wicked and desperate, rather than regular attendants upon the public schools; they had become totally wanting in habits of self-reliance, of neatness and order, of punctuality and regularity, of obedience, of respect and deference for the wishes of others. They were reckless and destructive; they preferred to go out in the severest storms with nothing to eat and thinly clad and take their chances with the thieving and vagabond tramp rather than settle down to regular school work, to industrious habits, to exacting discipline. It is in this condition that they are turned over to us, under the laws of the State for the commitment of juvenile offenders, with an earnest wish that they be recast to a type of manhood that will be an honor and credit to the State and a blessing to society. Under the influence of the best organized Reform School of the land, with officers the best and appointments the most complete, it takes time to accomplish these results as it takes time to rebuild a good edifice out of a structure that has been condemned because of the unsoundness of its timbers. Work of this magnitude needs a kind of instinctive appreciation of its character, delicacy and importance; a grasp of the situation that makes it masterly possible and sure; a personality that can understand, impress and control all natures, rather than the embodiment of that "perfect goodness" which displaces executive force, decision and firmness. The individuality of the boy must be studied, respected and cultivated; he must be led to feel his own personal responsibility for his acts, and so changed in a moral sense that he will not approve or boast of the conduct that led to his commitment. To accomplish these results requires the assistance of men of nerve, heart, judgment and experience; the kind of help that comes up to the realization of the fact, that the highest, noblest, and in every sense the chief duty here, is the development of character—a condition that cannot be reached unless directed by a living perfect example. From the fact that nine-tenths of those who apply for positions in reformatories are totally wanting in the qualities necessary to a successful prosecution of the work, great care has been exercised in selecting help. This care has assumed

many embarrassing situations because of the strong recommendations presented by those who have been eminently successful in other and trying positions, but who here from an entire lack of ability to lead and power to direct the independent and strangely wrought material and the varied and peculiar dispositions with which we have to deal, serve to *retard* rather than to *advance* the cause for which we are laboring. With the right kind of assistance in each department a Reform School will serve its purposes well, which means that it acts simply as a restraining power for a certain per cent. of those committed; an actual reformation for others; and still a home for those unfortunate wards who, worse than parentless, appeal to the State for protection before their offenses, purely the result of conditional causes, become too rank for the kind of training generously offered in institutions of this character. Throughout the year we have in this regard been singularly fortunate, which is attested by the steady and substantial advancement of the boys in their education and manners, in the care with which they perform their labor, and, in fact, in everything indicative of cultivation and refinement in place of the wanton lawlessness and coarse vulgarity that had absolute control of them when received. While the commitments were for criminal offenses against the State, yet in nearly every case the offender was ignorant and without any real appreciation of criminal wrong. With such a class, the creatures of utter neglect, the object is their discipline, their education and the development of their moral natures to the extent that they will be independent in thought and reasonable in action after the restraint here is removed and they go out to do for themselves. When officers and employes possess the personal qualities for the task; when they properly understand the true objects to be attained and the nature of the work; when their methods are wise and natural—reformation is sure and certain, but if discipline and government and education take no wider meaning than to *preserve order*, then we descend to a restraining power solely, and the great object of our School is thwarted. Being left entirely free to select my own help, I am prepared to report that by well-directed efforts of those employed in the several departments of your House of Refuge, success has been attained to a high degree, evidences of which are seen in the lives of many who, through the agency of this Institution, were taken out of evil and ignorant society and

turned to a higher plane of civilization, and who, by letter and in person have repeatedly expressed their gratitude for once having been inmates here.

SCHOOLS.

The truly good to be accomplished in a juvenile reformatory, will be measured by the excellence of its schools, because it is in them the boys receive that strength of mind and general culture which lay the foundation of virtue. The higher and more perfect the education, the higher will be their civilization and the greater their desire for the development of material resources. The more perfect their scholarship, the more complete their facilities for the unmolested enjoyment of all the objects of their natural rights, and the more perfect their willingness to accord these rights to others. Having spent the greater portion of my life in the cause of education, and being a warm friend and an earnest advocate of the common school system, and observing that crime and ignorance are hearty companions, and with satisfactory evidences that the low condition reached by these boys is due to the fact that they had not been educated, I have endeavored to place these schools in the front rank of excellence by employing the best talent that could be secured to take charge of them. I have watched their progress with a great degree of satisfaction and am able to say, considering the early history of those we have to instruct, no better results could well be reached. The boys have been in perfect order; they have been earnest in their efforts to improve; they have been so well directed and interested by their teachers, that the school rooms to them were attractive places of pleasure and profit. During the winter months, evening sessions, from 7 o'clock to 8, were regularly held, in which instruction in United States History and Civil Government has been given. In all of these helps to reformation—day-school, night-school and Sabbath-school—the year has been one of earnest, faithful work, whose good results bear testimony to the fidelity of the teachers, the cheerful co-operation on the part of the boys, the healthy progress they have made, and to the perfect harmony in the general management of these departments. Promotions, based upon test examinations, were twenty-five per cent. in excess of those for any previous year, which, to me, is the strongest of arguments that the boys are gradually awakening to a new

hope and fast dispelling the cloud of ignorance and wickedness that gave direction to their previous lives. The Sabbath School has been regularly held throughout the year. The number of visitors at these sessions has been fifty per cent. greater than ever before, and the very encouraging statements made by those who were competent to judge concerning the "order," the "quiet," the "respectful attention and remarkable progress of the boys," have been numerous and emphatic. To Mr. J. J. Freeman, ex-President of the Y. M. C. A., of Toledo, who has come out from the city, a distance of three miles, regularly during the past five years to superintend these exercises, and to Mr. Herman Gross, who has faithfully assisted him, we give all the praise for making this one of the strong arms of assistance in the development of that true and perfect character, without which no permanent reformation is guaranteed.

INDUSTRIES.

The boys are in school one-half of each day where close application to study is required of them: and the other half, they are furnished with physical employment in which their undivided attention is demanded. Never before have the industries of this Institution reached so high a degree in the scale of profit, financially, nor in the *greater success* of instilling the minds of these boys with the fact, that excellence, and profit, and pleasure, and everything that accrues to their happiness, results from labor and industrious habits. In the Knitting-Factory, supervised and directed entirely by the boys, there have been manufactured ready for the market ten thousand two hundred and sixteen dozens pairs of socks, or in round numbers two hundred and forty-five thousand one hundred and eighty-four single pieces. I wish here to add my approval of the good judgment of this Board in substituting these Knitting Machines for the "Brush-making business." In the former industry each boy has his machine—he takes it apart, cleans it, puts it together, repairs it, and prides himself on keeping it in perfect order. It, to him, is a machine, and in viewing its parts his mind goes out to stronger and more complicated machinery—he discusses its beauty and power—he is improved and benefitted. In operating a "Knitter" every muscle of the body is brought into play, the mind is active in calculations and watchful in giving proper dimensions to articles manufactured. In every instance,

without exception, each boy who goes into the Knitting Factory comes out of it in better health, and stronger mentally and physically. In the latter industry, nineteen-twentieths of the boys never can reach beyond the hope of being able to sit in cramped positions and fill little perforated boards with bristles, in which "trade" no ingenuity is awakened, no lively interest manifested.

The leading farmer this year, the first experiment of the kind ever attempted in a Reform School, was an inmate of the House, and it is more than gratifying to be able to say that the farm was never so well cared for before, nor were the crops ever so abundant, and all planted, cultivated and gathered by the boys. Table No. — exhibits the farm productions. They also make everything worn by them except their shoes. They have done all the laundry work, they have baked all the bread used in the House, they have done all the cooking, they have kept the building in a perfect state of cleanliness, besides greatly improving the appearance of the same by whitewashing, kalsomining, painting and varnishing. They gathered from the woods two hundred beautiful maple trees and planted them along the walks of the play grounds, they have put up one hundred tons of ice for our own use—in short, the year has been a busy one, the boys having performed the duties to which they have been assigned, cheerfully, manfully and well.

COMMITMENTS, ESCAPES, DISCHARGED AND APPRENTICED.

Under the law for the commitment of juvenile offenders, they are sent here until twenty-one years of age. Under the rules of this House they can, by straight-forward conduct, earn their discharge in fifteen months or less. A complete daily record of each boy's conduct is kept, and from the fact that it takes six to twelve months for them to settle down to a fondness for school and factory work, their advancement in grades during this period is very slow. And especially is this true of those committed during the past year. Fully one-half of them were as thoroughly depraved a set of boys as the State could produce, and with such a class, thus educated, to be suddenly restrained from evil associations, truancy, the use of bad language, theft, falsehood and from all the wicked

influences that had absolute control of them, the wonder is that so few have escaped. This Reformatory is "open" in the truest sense of the term. No means are supplied by which an ungovernable boy may be confined for bad or vicious conduct; opportunities are offered every hour in the day for running away, yet while our requirements are exacting and our discipline in many instances becomes, of necessity, arbitrary and severe, with 234 boys for the year, we have had but five escapes. To accomplish these results and to produce this state of content, we have relied upon the healthful moral influences of those employed and the valuable assistance rendered by the boys who have attained the Honor and Excelsior grades. Every encouragement that could be offered under any system of rules, to induce a boy to be reliable and manly, is offered by the rules governing this Institution. It is proper to punish him for misdemeanors when repeated kind admonitions fail; it is right to give him all the benefits of his good intentions, to encourage him in all his acts of manliness, to advance him in grades as rapidly as his welfare will warrant. This the By-laws direct, and the officers have studiously carried out. When a boy reaches the Excelsior grade and has proven by his obedience and willingness to be steady and regular in employment, he is discharged. During the year forty-five have been sent out as follows: Twenty-four discharged to parents; five to labor; five to trades, and eleven were apprenticed to farmers. The apprentice system so successfully inaugurated here has been carried forward with enlarged facilities until now the demand for parentless "Excelsior" boys is much larger than we can supply. While these wards when ready for discharge, are entirely reliable here, we recognize the fact that the success of the work of giving them the advantages of the discipline and education afforded in this House, depends to a large degree upon the circumstances and the influences they encounter when released from custody, hence great care has been exercised in selecting the kind of homes in which the good work so auspiciously begun here may continue.

AMUSEMENTS.

No effort to reform a boy will be successful unless he is contented, cheerful and happy. While he is at work in the field, factory or school

his mind must be lightened with the hope of having a good time on the "Fourth of July," Christmas, and on every other legal holiday to which he is by right entitled. Abundant preparations were made on all of these occasions and no more liberal provisions were ever made by any Board of Directors, nor ever better enjoyed by any similar school of boys. During the long winter nights numerous friends of the Institution from the city have given entertainments in instrumental and vocal concerts, in elocution, in dramatic readings and instructive lectures. The inmates themselves, have so far improved in the departments taught here that they have, besides largely aiding in their own amusement, received twenty-one invitations to come to the city and assist in concert and literary entertainments, all of which were filled with credit to the participants and pleasure to the audiences.

ACKNOWLEDGMENTS.

As the good people of Toledo become better acquainted with the good work to be accomplished here, their interest takes a deeper root, their visits are more frequent and their kind offers of assistance are more numerous. I see, clearly, the multiplied benefits we have derived from this source, and while it is impossible here to give a record of those who so generously assisted and what they have done, their names and their good advice will ever be with these boys and serve to strengthen them in their purposes to shun evil associations; and to mingle only with those whose influences will inspire them with better thoughts and with a desire to reach a higher scale in the plane of civilization. We have been the recipients of the "Daily Evening Bee," "Toledo Sunday Journal," "Northern Ohio Democrat," and "Cleveland Tri-Weekly Plaindealer." There have been donated to our Library, by citizens of Toledo, two hundred and fifty books and magazines. The boys were kindly remembered on the Fourth of July by the firm of Wood & Acklin, who donated a generous supply of fire-works, peanuts, candy, etc. We are sincerely grateful to all of the above for the substantial remembrance of us. Of Mr. Frank Smith, Secretary of the Railroad Bethel, who has devoted so much of his valuable time to the pleasure and profit of the boys, we have nothing to say but praise and commendation. His name will long be remembered and cherished by the two hundred and thirty-seven boys

who have been attentive listeners to his instructive readings and lectures.

I here note the courtesy and cordial assistance of Deputy Superintendent J. F. Norton, who has successfully administered the duties of his arduous and frequently perplexing position.

In conclusion, I take pleasure in acknowledging my obligations to each individual member of this Board for his courtesy and confidence; and for valuable and ready advice in all work needful for the judicious and economical management of the House. All my requisitions have met a ready response; and every facility has been afforded me in the performance of my duty.

Respectfully submitted,

A. A. McDONALD,

Superintendent.

TABLE NO. 1.

Shows the Number Admitted, Discharged, Apprenticed and Escaped during the year ending December 31, 1882.

Whole number admitted since the opening of the Institution,	731
Number received on commitment during the year 1882,	70
“ discharged to their homes,	24
“ for whom employment was secured,	10
“ apprenticed,	11
“ escaped,	5
“ remaining in the Institution Dec. 31, 1882,	187

TABLE NO. 2.

Shows the Number of Escapes each Month of the Year.

January,	None.
February,	1
March,	1
April,	None.
May,	None.
June,	3
July,	None.
August,	None.
September,	None.
October,	None.
November,	None.
December,	None.
Total,	5

TABLE NO. 3.*Shows the Counties from which those Committed were sent.*

Butler,	5
Cuyahoga,	2
Fulton,	2
Delaware,	2
Williams,	1
Wyandot,	3
Wood,	2
Lucas,	9
Lake,	5
Lorain,	6
Mahoning,	3
Marion,	1
Sandusky,	4
Shelby,	1
City of Toledo,	24
Total,	70

TABLE NO. 4.*Shows the Ages of those Admitted During the Year.*

Ten years of age,	12
Eleven years of age,	9
Twelve years of age,	13
Thirteen years of age,	5
Fourteen years of age,	15
Fifteen years of age,	11
Sixteen years of age,	1
Seventeen years of age,	1
Eighteen years of age,	3
Total,	70

TABLE NO. 5.*Shows the Nativity of those Admitted during the Year.*

Michigan,	4
Ohio,	47
New York,	9
Canada,	3
Pennsylvania,	5
Germany,	1
Unknown,	1
	—
Total,	70

TABLE NO. 6.*Shows the Nationality of Parents.*

American (white),	27
American (colored),	7
English,	4
Irish,	16
German,	13
French,	3
	—
Total,	70

TABLE NO. 7.*Shows the Commitments for each Month in the Year 1882.*

January,	5
February,	4
March,	7
April,	5
May,	9
June,	4
July,	4
August,	9
September,	8
October,	4
November,	6
December,	5
		—
Total,	70

TABLE NO. 8.*Shows by what Authority they were Committed.*

Probate Court,	39
Police Court,	27
Common Pleas Court,	1
Mayor's Court,	3
		—
Total,	70

TABLE NO. 9.

Shows Average Number in the Institution each Month of the Year.

January,	166
February,	169
March,	171
April,	173
May,	178
June,	181
July,	185
August,	186
September,	188
October,	187
November,	188
December,	188
Average for the year,	180

TABLE NO. 10.

Shows the Cause of Commitment.

Petit larceny,	32
Incorrigibility and petit larceny,	12
Vagrancy and petit larceny,	8
Larceny and burglary,	10
Grand larceny,	7
Attempt to commit rape,	1
Total,	70

TABLE NO. 11.

Shows the Moral and Social Condition of the Inmates prior to entering the Institution.

Number who were full orphans,	14
“ who had lost father,	15
“ “ “ mother,	9
“ whose parents are living,	32
“ who had used profanity,	70
“ “ “ tobacco,	55
“ “ “ intoxicating liquors,	13

TABLE NO. 12.

Shows the Average Monthly Attendance in School.

January,	164
February,	165
March,	168
April,	169
May,	160
June,	166
July,	120
August,	105
September,	145
October,	180
November,	185
December,	183

TABLE NO. 13.

Shows Work Done in Tailor Shop.

Winter pants, (pairs),	214
Winter coats,	217
Summer pants, (pairs),	222
Shirts,	413
Overalls,	19
Caps,	165
Blouses,	11
Sheets,	94
Pillow cases,	98
Quilts,	12
Aprons,	34
Bibs,	17

TABLE NO. 14.

Shows Garden and Farm Products.

Potatoes,	1,034 bushels.
Apples,	700 "
Peaches,	200 "
Beans, (white),	45 "
Beans, (Lima),	22 "
Beets,	60 "
Parsnips,	25 "
Carrots,	5 "
Onions,	155 "
Corn, (sweet),	110 "

Tomatoes,	90	"
Peas,	45	"
Cucumbers,	40	"
Lettuce,	30	"
Turnips,	150	"
Squash, (winter),	100	"
Squash, (summer),	12	"
Celery,	2,000	roots.
Cabbage,	4,500	heads.
Grapes,	100	bushels.
Pears,	8	"
Hay,	3	tons.
Strawberries,	5	bushels.
Water Melons, (wagon loads),	4	

TABLE NO. 15.

Shows List of Live Stock.

Horses,	2	Hogs,	9
Cows,	2	Chickens,	45

INVENTORY OF PROPERTY.

To the Honorable Board of Directors of the 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, 1882.

A. A. McDONALD, SUPERINTENDENT.

Property in General.

95 boy's bedsteads.	80 yards Am. brussels carpet.
13 officer's 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 complete.
200 towels.	2 gas drop lights.
8 bureaus.	2 clocks.
10 looking glasses.	200 volumes miscellaneous reading matter donated to the boys.
2 fine bed-room suites.	
390 yards ingrain 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 tablespoons.
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 sett.

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.	1 flour sifter.
1 bread rack.	1 bread table.
1 flour chest.	2 bread boxes.

Articles in this department are nearly worn out.

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.
1 meat saw.	1 scraper.
1 meat cleaver.	1 platform scales—600 lbs.
1 meat knife.	3 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 surrury two-seated one-horse wagon.	1 5-ton hay scales.
10 bags.	30 bathing pails for boys.
1 20-gallon kettle.	1 wood stove (sheet iron) cast lining, used in factory.
1 1-horse plow.	1 horse blanket for street.
1 1-horse cultivator.	1 horse blanket for barn.
8 shovels.	5 picks.
6 spades.	4 garden rakes.
6 grub hoes.	2 hay forks.
15 garden hoes.	1 bush scythe.
3 potatoe hooks.	1 hay scythe.

Live Stock.

1 horse.	9 hogs.
2 cows.	45 chickens.

Engine Room.

2 planes.	1 brace and 3 bits.
2 small chisels.	2 augers.

Engine Room—Continued.

2 files.	1 pair pliers.
3 hammers.	2 pair shears.
1 lantern.	1 trowel.
1 scoop shovel.	5 pairs pipe tongs.
1 hand saw.	1 pipe wrench.
2 wood axes.	2 pipe cutters.
1 square.	2 stocks and dies.
1 ² / ₂ grindstone.	5 cold chisels.
1 force pump.	1 tape line.
1 common vice.	1 steam pump and connections.
1 pipe vice.	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, 1 easy chair, 1 pat. rocker, 5 rugs, 50 feet poor hose, 3 sleigh runners, 2 fire extinguishers, 1 lounge, 8 pails, 10 slop pails, 2 red chairs for porch, 1 ice saw, 1 cross-cut saw, 2 pairs tailor shears, 1 crow bar, 1 organ.

All necessary repairs to the building have been made when needed and the structure is now in better condition than when I assumed the Superintendency.

The improvements during the past two years are as follows:
One full brick story 40x20 above meat market and cellar,
used for factory.

Two $\frac{1}{4}$ in. heads in boilers—12 flues.....	\$300 00
Two new large cook stoves—"Great West".....	138 00
One new 5-ton scales.....	125 00
One good second-hand wagon—"English surray".....	90 00

Miscellaneous---Continued.

Repairing and new top on Trade wagon—good.....	95 00
One 1-horse Lumber wagon—good.....	30 00
One new plow—"Acme".....	9 00
Repairing and painting tin roof.....	100 00
Painting and varnishing inside building.....	100 00
Planting 120 peach trees.	
" 250 maple trees.	
" 25 evergreen trees.	
Clearing bank of river and planting 300 grapes.	
Grading, sodding, building brick gutters, etc., for the purpose of protecting the ice house that had been sadly neglected.	

REVISED STATUTES OF OHIO.

MUNICIPAL CODE.

CHAPTER VI.

HOUSE OF REFUGE AND CORRECTION.

- SECTION 2031. General authority.
2032. Directors of House of Refuge and Correction.
2033. Their qualifications, &c.
2034. Election of President, Clerk, &c.
2035. Contracts.
2036. Powers in erection of buildings.
2037. Separate male and female apartments.
2038. Also separate buildings.

2039. *Superintendent and other officers.*
2040. *Rules and Regulations.*
2041. *Appropriations to be approved.*
2042. *How books shall be kept.*
2043. *Quarterly Statement to Council.*
2044. *Accounts to be balanced and reported.*
2045. *Superintendent to have control.*
2046. *His responsibility.*
2047. *Deputy Superintendent.*
2048. *Notice of completion of buildings.*
2049. *Removal of officers.*
2050. *When infants received.*
2051. *When confined.*
2052. *When put to hard labor.*
2053. *Duration of confinement.*
2054. *Commitment on finding of grand jury.*
2055. *Commitment by court.*
2056. *But infant may have trial.*
2057. *Infants placed in refuge instead of jail.*
2058. *Disposition when refuge full.*
2059. *Statement of age, residence, etc.*
2060. *Record of commitment.*
2061. *Duration of commitment, discharge, habeas corpus.*
2062. *How minors employed.*
2063. *May be apprenticed.*
2064. *Commitment on indentures, etc.*
2065. *When indentures cancelled.*
2066. *When infants returned to institution.*
2067. *Arrest of fugitives.*
2068. *Stubborn infant—how dealt with.*
2069. *Sheriff to notify Prosecuting Attorney of arrest, &c.*
2070. *Stubborn infant—final disposition.*
2071. *How expenses be paid.*
2072. *Deficiency—how raised.*
2073. *Return to habeas corpus.*

- 2074. Commitment, how far examinable.
- 2075. Aggrieved party may apply to Board.
- 2076. Decision as to the application.
- 2077. Action against Directors.
- 2078. Cost in such cases.
- 2079. When real estate may be sold.
- 2080. Deed and proceeds of sale.
- 2081. Action against Directors—where brought, service.
- 2082. This subdivision not to affect houses under act of '57.

SEC. 2031. The council of any city or village shall have power to establish, erect and maintain Houses of Refuge and Correction, and for such purpose may require, hold and possess lands outside of the limits of the corporation, as well as within the limits.

SEC. 2032. The management of Houses of Refuge and Correction, and the management and care of the inmates thereof, the erection and enlargement of any building as a house of Refuge and Correction, or any addition thereto, repairs and furnishing thereof, erection of any workshops and furnishing the same with the necessary machinery and tools, and the cultivation and improvement of any grounds therewith connected, shall be vested in a board of five directors, to be called the "Board of Directors of the House of Refuge and Correction."

SEC. 2033. The directors shall be freehold electors of the corporation, appointed by the Mayor with the consent of the Council; hold their offices for the term of five years, except that at the first appointment one Director shall be appointed for one year, one for two years, one for three years, one for four years, and one for five years; annually thereafter, one Director shall be appointed; a majority of the Directors shall constitute a quorum, and they shall not receive any compensation for their services.

SEC. 2034. The Board shall elect, annually, at the first regular meeting in May, one of their members as President; and at the same meeting appoint a Secretary and Clerk, who shall make a complete record of all its proceedings, and such other officers as may be necessary, and

fix the compensation for their services, which compensation shall be subject to the approval of the council.

SEC. 2035. Contracts may be made by or on behalf of the Board; but it shall be essential to the validity of every such contract, that the same has been assented to at a regular meeting by a majority of all the members, and a minute thereof entered on the journal of its proceedings.

SEC. 2036. In the erection of a building as a house of Refuge and Correction, or any addition thereto, or enlargement thereof, in the repair and furnishing of the same, and in the erection of any shops, and providing the same with machinery and tools, the Board shall have the same powers, be governed by the same regulations, and perform the same duties, so far as applicable, as are prescribed for the government of trustees of hospitals, in division six of this title: and the powers of the council in relation to the erection and repair of such buildings, and the conduct of the Board shall be the same, so far as applicable, as prescribed in relation to the erection and repair of buildings for hospital purposes.

SEC. 2037. In the erection of any such buildings, and any addition thereto, or any enlargement thereof, the Board may so construct the same that the male and female inmates shall be provided with separate apartments and accommodations; and the grounds therewith connected shall be so separated by partition walls or fences, that the males and females may be enabled to occupy separate portions thereof.

SEC. 2038. Whenever, in the opinion of the Board, it is advisable to provide separate buildings for the accommodation of males and females such buildings shall be erected at least one-fourth of a mile apart, and the grounds around each shall be enclosed by suitable walls or fences.

SEC. 2039. The Board shall have power to appoint a Superintendent, Deputy Superintendent, and such subordinate officers, guards and employees as may be necessary, fix their compensation and prescribe their duties, and to make all such regulations for their management and government as it may deem expedient.

SEC. 2040. The Board shall have power to make, establish and enforce rules and regulations for its own government, and the government

and control of the institution, its officers and inmates, and make contracts for supplies and labor of the inmates.

SEC. 2041. No appropriation of money for any purpose other than the ordinary and necessary expenses and repairs of the institution, and no by-law, rule or regulation which the Board may establish, shall be of any validity until approved by the Council.

SEC. 2042. The books of the institution shall be so kept as to clearly exhibit the time, state and condition of the inmates; the number received and discharged, and for what cause committed; the number employed as servants, or in cultivating the premises; the number employed in each branch of industry carried on; and the receipts from and expenditures for and on account of each department of business, or for the improvement of the premises.

SEC. 2043. The Board shall cause a quarterly statement to be made specifying minutely all receipts and expenditures, from whom and for what purpose received, and to whom and for what purpose paid, with proper voucher for each item; and submit such statement, properly certified to the Council for examination and approval.

SEC. 2044. The accounts of the institution shall be annually closed and balanced on the first Monday of January in each year, and full reports of the preceding year shall then be made and submitted to the council, and shall be published in the official paper of the corporation, or in such other form as Council may direct; and the Council may require such other reports and exhibits of the condition and management of such institution as may seem proper.

SEC. 2045. The Superintendent of the institution shall have the control and management of its affairs, subject to the laws and ordinances of the corporation, and the rules and regulations adopted by the Board for its government, and it shall be his duty to obey all written orders and instructions of the board, not inconsistent with the laws, rules and regulations relating to the government of the institution.

SEC. 2046. The Superintendent shall be responsible for the manner in which the institution is managed and conducted; shall reside at the same, devote his time and attention to the proper business thereof, and

visit and examine into the condition of every department thereof, and of each person confined therein, daily, or as often as good order or necessity may require; and he shall exercise a general supervision and direction in regard to all matters of discipline, police regulation and business of the institution.

SEC. 2047. In the absence or inability of the Superintendent, the Deputy Superintendent of the institution shall, so far as relates to the discipline thereof, perform the duties of the Superintendent.

SEC. 2048. When a House of Refuge and Correction has been erected, as provided herein, and is so far complete as to insure the safe confinement and employment of the persons intended to be confined therein, the Board shall cause notice of that fact to be published in some newspaper of general circulation in the corporation and county.

SEC. 2049. The Board may, for misconduct or willful neglect of duty, and upon sufficient proof thereof, remove any officer or employee of the institution, except the Superintendent thereof, who shall be removed for the causes and in the manner provided for the removal of city officers; and any employee of the Superintendent may be discharged at his discretion; but no officer shall be removed by the Board until he has had an opportunity to be heard in his defence.

SEC. 2050. The Board may at its discretion, receive into such institution, infants under the age of sixteen years, committed to their custody, in either of the following modes, to-wit:

1. Infants committed by the Mayor of the corporation, or any judge or justice of the peace of the county, on complaint and due proof by parent, guardian or next friend of such infant, that by reason of incorrigible or vicious conduct, such infant has rendered his control beyond the power of such parent, guardian, or next friend, and made it manifestly requisite that, from regard to the future welfare of such infant, and for the protection of society, he should be placed under the guardianship of the Board of Directors of such house of Refuge and correction.

2. Infants committed by the authorities aforesaid, where complaint and due proof have been made, that such infant is a proper subject for the guardianship of Directors of such institution, in consequence of vagrancy,

or of incorrigible or vicious conduct, and that from the moral depravity of the parent, guardian or next friend, in whose custody such infant may be, or other cause, such parent, guardian or next friend is incapable or unwilling to exercise the proper care or discipline over such incorrigible or vicious infant.

3. Infants who are without a suitable home, and of adequate means of obtaining an honest living, or who are in danger of being brought up to lead an idle or immoral life, may be committed to the guardianship of the Directors of such institution, by the trustees of any township within the county in which such institution is situated, or by the mother when the father is dead, or has abandoned his family, or does not provide for their support, or who is an habitual drunkard.

SEC. 2051. An infant under the age of sixteen years, convicted of a misdemeanor, or an offense punishable by imprisonment under an ordinance of the city, or who has been ordered to be committed as prescribed in the last section, may be confined in such House of Refuge and Correction, under such rules and regulations as the Directors may prescribe; and the Directors shall receive and take charge of any children committed to their custody by any court or officer, under a law of the State.

SEC. 2052. A minor over the age of sixteen years, convicted of a violation of any ordinance, and liable to be punished therefor by imprisonment, or who may be liable to imprisonment for neglect or refusal to pay a fine imposed for the violation of an ordinance, may in lieu thereof be committed to the House of Refuge and correction, and put to hard labor, in such manner as may be prescribed by ordinance of the council.

SEC. 2053. Any infant under the age of sixteen years, who may be liable to confinement in the jail of any county in which a house of Refuge and Correction is situated, or in the penitentiary of the State from such county, or at the Reform Farm, may, at the discretion of the court or magistrate giving sentence, be placed in such institution until of legal age, under the exclusive control or guardianship of the Directors thereof.

SEC. 2054. If accusation of the commission of a crime is made against an infant under the age of sixteen years, before the grand jury of the county in which such House of Refuge and Correction is situated,

and the charge appears to be supported by evidence sufficient to put the accused upon trial, the grand jury may, in its discretion, instead of finding an indictment against the accused, return to the court that it appears to them that the accused is a suitable person to be committed to the guardianship of the Directors of the House of Refuge and Correction, and the court shall thereupon, on notice to the minor, and an opportunity to be heard, but without a jury, order such commitment.

SEC. 2055. If an infant under the age of sixteen years be arraigned for trial in a court having criminal jurisdiction, in a county in which a House of Refuge and Correction is situated, on a charge of a violation of any criminal law of this State, or ordinance of the corporation, the judge may, with the consent of the accused, arrest at any stage of the cause, further proceedings upon the part of the prosecution, and commit the accused to the guardianship of the directors of such institution.

SEC. 2056. Infants under the age of sixteen years, who are accused of an offense punishable by imprisonment, in a county in which a House of Refuge and Correction is situated, shall be entitled to a private examination and trial, to which only the parties shall be admitted, unless one of the parents, the guardian, or other legal representative, demands a public trial, in which case all proceeding shall be in the usual form.

SEC. 2057. An infant under the age of sixteen years, who is committed for trial, or as a witness, in a county in which a House of Refuge and Correction is situated, shall be placed in such institution, subject to the order of the court making such commitment, and in no case in the county jail.

SEC. 2058. If, at any time, a House of Refuge and Correction has as many infants under its charge as can be conveniently accommodated therein, or as many as the funds of such institution are adequate to maintain, the board shall not be required to receive other infants, but shall order their chief officer to return that fact to any magistrate, court or person authorized to commit, who shall have sent an infant to such institution; and thereupon the case of such infant shall be disposed of as if this chapter had not been enacted, and as if no proceedings had taken place under it.

SEC. 2059. In all cases where an infant is committed to the instruction and discipline of a House of Refuge and Correction, under the guardianship of the directors thereof, the court or judge ordering such commitment shall, at the same time, furnish to the directors or officers of such institution a true statement in writing, of the age of such infant, and the reason for such commitment; and until such statement is furnished, the directors or officers aforesaid may decline to receive such infant.

SEC. 2060. In all cases where the commitment is ordered by an official person whose proceedings are usually evidenced by a record, or where the occasion of the commitment is a criminal charge against the infant, no other record shall be made, unless demanded by the infant or his parents, or guardian, than that, in substance, such infant, (naming him), who, on a day therein named, was of the age —— years, having been brought before such court or officer, and the court or officer having ascertained by the testimony of the witnesses therein named, that such infant was a suitable person to be committed to the discipline and instruction of the House of Refuge and Correction, under the guardianship of the directors thereof, such infant was so committed, and delivered to the charge of such directors.

SEC. 2061. No commitment of an infant to a House of Refuge and Correction shall be for a shorter period than until such infant shall be reformed, or attain the age of majority, except in case of infants committed to await their trial, or as witnesses, and except in such cases as the Board may, by its general rules, provide; but any infant, by whomsoever or for whatever cause committed, may at any time be discharged upon order of the Board duly entered upon its minutes, or may by order of the said Board duly entered upon its minutes, be permitted to leave such institution until directed to return thereto by said Board, or the Superintendent of such house; but such permission shall not in any way be construed to be a discharge from the said house and from the guardianship of the Board of Directors thereof.

SEC. 2062. The Board shall have power to place infants committed to its care, during the minority, at such employment for account of the institution or otherwise, and cause them to be instructed in such branches of useful knowledge, as may be suited to their years and capacity.

SEC. 2063. The Board shall have power, at discretion, to bind out the said infants committed to its care, with their consent, as apprentices during their minority, to such persons and at such places, to learn such proper trades and employments as, in its judgment, will be most conducive to their reformation and amendment, and as will tend to the future benefit and advantage of such infants.

SEC. 2064. The Board shall, for such purpose, have power to appoint a committee of one or more of its number, with power to execute and deliver on behalf of the Board, indentures and apprenticeship for any infant in such institution whom it may deem a proper person for an apprenticeship; such indentures shall have the like force and effect as other indentures of apprenticeship under the laws of Ohio; the indentures shall be filed and kept in the office of such institution, and it shall not be necessary to file or record them in any other place or office.

SEC. 2065. In case an infant so apprenticed prove untrustworthy and unreformed, the Board may, at its discretion, permit such infant to be returned to such House of Refuge and Correction, to be held in the same manner as before such apprenticeship, and may thereupon order the indentures of such infant to be cancelled.

SEC. 2066. If, in the opinion of the Board, an infant apprenticed by it has an unsuitable home, or if the person to whom such infant is indentured becomes unfit or incapable to properly raise or take care of such infant, the Directors may, at their discretion, return such infant to the institution from which it was indentured.

SEC. 2067. A fugitive from a House of Refuge and Correction, or a fugitive from apprenticeship under indentures executed as above provided, may be arrested and returned to such institution, by a Sheriff or Constable of any County in this State, or police officer of the corporation, or officer of such institution, on the written order of two Directors of such institution, directed to such officer, and may be delivered to the custody of such officer of the House of Refuge and Correction as the Directors may name.

SEC. 2068. When an infant is convicted of an offense against the laws of this State, punishable with imprisonment in the penitentiary, or

in the jail of the county where such House of Refuge and Correction is situate, and, under existing laws, is sent to the House of Refuge and Correction, instead of the penitentiary or jail, and refuses to submit to the rules of the institution, and proves to be stubborn and irreclaimable, in the opinion of a majority of the Board, such infant may, by its order, be delivered into the custody of the Sheriff of the County, with a written statement of the cause of commitment, and of the conduct and character of such infant as exhibited in such institution, which statement shall be prepared and signed by the Superintendent.

SEC. 2069. It shall be the duty of the Sheriff to receive such infant into his custody, and file the statement in the office of the Clerk of the Court of Common Pleas, or in the office of the Clerk of the Court in which such infant was tried, and to notify the Prosecuting Attorney of the County thereof.

SEC. 2070. The Prosecuting Attorney, on receiving such notice, shall cause such infant to be brought before the Court of Common Pleas, or before the Court in which such infant was tried, to receive the sentence which the Court deems just, according to the law, for the offense of which such infant was convicted as aforesaid.

SEC. 2071. The expense of maintaining infants committed to a House of Refuge and Correction, by a Court or Magistrate of the County in which such such institution is situated, or by the Police or other Court of the corporation, for offenses against the law of the State, or for trial, or as a witness, shall be paid by the County; and the expense of infants committed by Township Trustees, shall be paid by the Township; and of those committed by parents or guardians, shall be paid by them, except in cases where the Board otherwise determine. All of which expenses shall be ascertained and fixed by the Board.

SEC. 2072. The expense of maintaining and administering the affairs of Houses of Refuge and Correction, above the receipts thereof, shall be audited and paid, from time to time, by the Council of the corporation; and a tax for such expense shall be levied and collected as a part of the ordinary expenses of the corporation.

SEC. 2073. It shall be a sufficient return to a writ of habeas corpus,

directed to any person or officer, inquiring into the cause of detention of an infant committed to a House of Refuge and Correction, that the infant named in the writ was, on a day therein named, committed to the guardianship of the Directors of the House of Refuge and Correction, in the city or village of —— (as the case may be), by the person or officer who executed the commitment (naming him), until such infant should arrive at legal age, and that that period has not arrived; but the Court, nevertheless, or the Judge thereof, shall have the power on habeas corpus specified in section *two thousand and sixty-one* of this chapter.

SEC. 2074. Where a commitment has, in fact, been executed by a person authorized by this chapter to execute it, the existence of the circumstances justifying its execution shall not be otherwise examinable than in an action against the Directors of such institution, as provided in this chapter; but the Court or Judge, on habeas corpus, shall have the power mentioned in said section *two thousand and sixty-one*.

SEC. 2075. If a parent, guardian, master, to whom an infant has been apprenticed, a person occupying the position of a parent, protector or guardian in fact, or a relative by blood, or marriage, not further remote than first cousin to such infant, feels aggrieved by the commitment of an infant to the Directors of a House of Refuge and Correction, by a person authorized by this chapter to commit such infant, he may make a written application to the Board, at such time as the Directors by rule or resolution, provide for hearing applications, not later than the next regular meeting of the Board, to have the infant delivered to him; which application shall state the grounds of the applicant's claim to the custody of such infant, and the reason for claiming such custody.

SEC. 2076. Within ten days after hearing such application, the Directors shall decide; and if they be of the opinion that the welfare of such infant will be promoted by granting the application, they shall make an order to that effect; otherwise they shall decline the application.

SEC. 2077. The applicant may, if the application be declined, upon first giving security for payment of costs, commence an action against such Directors in the Court of Common Pleas, or Superior Court of the county in which the house is situated, for the recovery of the infant or his

liberation ; which action shall be conducted in all respects as actions under the code of civil procedure, except the case shall have precedence of all others in the time of trial.

SEC. 2078. The cost of such action shall be paid by the applicant, or out of the county treasurer, unless the court certify in the journal entry of the judgment, that the refusal of the Directors to grant the application of the plaintiff was plainly unreasonable, or the original commitment manifestly improper and unnecessary, in which case the costs shall be assessed against the party in fault, on notice to him.

SEC. 2079. The Directors of a House of Refuge and Correction shall have power, with the approval of council, to negotiate for the sale of any real estate owned, or held by donation or purchase, for the use and benefit of such House of Refuge and Correction, when such real estate is not necessary for the accommodation of the inmates of such institution.

SEC. 2080. The council shall, thereupon, order the execution of a deed or deeds for such real estate, to the parties named by the Directors, in conformity to the terms agreed upon ; and the proceeds of such sale shall be placed in the corporation treasury, to the credit of the House of Refuge and Correction Fund, and be held and disbursed as other funds are held and disbursed for such institutions.

SEC. 2081. Actions may be brought by and against the Directors of the House of Refuge and Correction before any court of competent jurisdiction ; and process may be served by leaving a copy of the writ with a Director, or at the office of such institution, with any officer thereof.

SEC. 2082. Houses of Refuge and Correction heretofore established and governed under the provisions of an act entitled " An Act to authorize the establishment of Houses of Refuge," passed April 16, 1856, (54 v. 163) shall be governed by the provisions of subdivision two of this chapter, and such provisions of this subdivision as are made applicable to that subdivision.

Supplementary to " An Act to provide for the establishment and government of Reform Schools," passed April 2, 1838, (S. & C., page 1380) :

SECTION 1. *Be it enacted by the General Assembly of the State of*

Ohio: That all courts or officers, who, by virtue of law now in force or hereafter to be enacted, have authority to commit infants to the care and guardianship of Boards of Directors of Houses of Refuge, or to the Board of Commissioners for Reform Schools, shall have the same power to commit such infants to the care and guardianship of the Board of Directors of any House of Refuge and Correction in the State of Ohio, organized and erected by a municipal corporation with which the State of Ohio shall have made arrangements for the custody and care of such infants, that they now have to commit such youth, either to the custody of the Board of Commissioners of Reform Schools, or the Directors of any House of Refuge, whether such House of Refuge and Correction be located within the county where such commitment is made or not; provided, that all youths committed to any House of Refuge under the provisions of this act, shall be (or whose parents or guardians shall be at the time of such commitment) residents of any city or municipal corporation where such house of refuge is located, shall be kept and maintained at the expense of such city or municipal corporation.

SEC. 2. It shall be lawful for the Board of Directors of any House of Refuge and Correction situated in any municipal corporation, with which the State of Ohio shall have made arrangements for the custody and guardianship of infants, under the age of sixteen years, as provided in the previous section, to receive into their care and guardianship all such infants committed to their custody.

SEC. 3. This act shall take effect and be in force from and after its passage.

Passed April 8, 1876. (Page 143, Session Laws, 1876.)

RULES AND REGULATIONS

—OF THE—

HOUSE OF REFUGE AND CORRECTION.

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, 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 time fixed to complete such 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 the 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 its next regular meeting.

It shall carefully inquire into the condition and comfort 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 employers 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.

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 the 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 hereinafter 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 Committee, 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 record shall be kept, and, in 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 department 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, or 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, his 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 two until five 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 two hundred and ten 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 an officer, or wilful 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 willful 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.

Punishment 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 entrusted 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 lights; 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.