

SECOND BIENNIAL REPORT

OF THE

BOARD OF TRUSTEES

OF THE

Iowa Industrial Home for Blind

TO THE

Governor of the State of Iowa,

FOR THE

BIENNIAL PERIOD ENDING JUNE 30, 1895.

DES MOINES:
F. R. CONAWAY, STATE PRINTER.
1895.

LIST OF OFFICERS.

TRUSTEES.

J. H. NICHOLS, *President*.....Des Moines
J. B. ELLIOTT, *Treasurer*.....Knoxville
L. T. RICHMOND, *Secretary*.....Albia
MISS LORANA MATTICE.....Vinton
ROBERT COLBERT.....Cromwell
H. H. STILWELL.....Waukon

RESIDENT OFFICERS.

M. C. GEBHARDT, *Superintendent*.....Knoxville
MRS. MARY R. GEBHARDT, *Matron*.....Knoxville
A. C. FERREBY, *Foreman Shops*.....Knoxville

AUDITING COMMITTEE.

J. H. NICHOLS. L. T. RICHMOND. ROBERT COLBERT.

FINANCE COMMITTEE.

H. H. STILWELL. MISS LORANA MATTICE. ROBERT COLBERT.

BUILDING AND SUPPLIES COMMITTEE.

J. B. ELLIOTT. H. H. STILWELL. MISS LORANA MATTICE.

TRUSTEES' REPORT.

KNOXVILLE, IOWA, August 15, 1895.

To Hon. FRANK D. JACKSON, Governor of Iowa:

DEAR SIR:—The trustees of the Industrial Home for the Blind at Knoxville, Iowa, herewith submit their second biennial report of the management, expenses and condition of the said institution for the biennial period ending the 30th day of June, 1895.

July 6, 1893, Captain F. S. Whiting, superintendent, and Mrs. A. L. Whiting, matron, presented their resignations and same was accepted by the board to take effect on the first day of September following.

At a meeting of the board of trustees held August 2, 1893, Mr. M. C. Gebhardt, our present efficient superintendent, was elected and Mrs. Mary R. Gebhardt was elected matron.

The board feel fully warranted in stating that Mr. and Mrs. Gebhardt have been painstaking and untiring in trying to make the management of the institution successful, and have so conducted the same as to meet with the approval of the entire board and all persons connected with the home.

In accordance with the rules adopted by the board of trustees at its organization May 2, 1892, the board has held quarterly and annual meetings at the home, and have at each meeting discussed fully all the business transacted by the superintendent; the management of the institution for the time intervening since their last meeting; have devised plans for future work, and made such suggestions as they thought would be of benefit to the superintendent in the management of the affairs of the institution.

In addition to such meetings the auditing committee, composed of three members of the board, including the president

and secretary, have held monthly meetings at the home for the purpose of auditing the bills for material and labor.

At the meetings of the auditing committee they have carefully examined all bills for material and labor, requiring all bills to be itemized by the persons furnishing such material and certified as correct by the superintendent, he being required to keep a check on all supplies and material furnished and verify the invoice of the same.

All audits have been carefully reviewed by the full board at the quarterly and annual meetings.

We have endeavored to curtail the expense of the institution in each branch as much as it was possible.

There have been two deaths in the home during the biennial period, account of which is given in superintendent's letter. Aside from these cases the health of the inmates has been generally good. Our superintendent and matron have been unusually painstaking in requiring all parts of the buildings, shops and grounds kept in a cleanly condition, and it is to this fact that we are chiefly indebted for our exemption from sickness during the period.

The inmates as a rule have been quite well contented, especially when well employed, and with one or two exceptions they have deported themselves well, observing with due respect all rules established for the government of the home. We are sorry to mention that we have one or two insubordinate inmates who have at times tried to create dissatisfaction among all, the result of which has been circulation of reports tending to discredit the management of the institution.

In one or two cases the superintendent has suspended inmates temporarily from the home for such infraction of the rules as made it necessary. In each case of this kind the board has, on investigation, fully sustained the action of the superintendent.

We herewith submit a monthly statement of the expenditures on account of each fund for the biennial period; also the letter of the superintendent and his report to the board of trustees as a part of our report.

The letter of Superintendent Gebhardt to the board being so full and complete we deem it as fully setting forth the management of the institution for the period, and anything that we might add thereto would be largely repetition.

The improvements suggested by the superintendent in his letter are very much needed and we hope the general assembly will provide for the same in their appropriation.

We ask that the next general assembly make the following appropriation for the use of the home:

For manufacturing fund.....	\$10,000.00
For salary and subsistence.....	15,000.00
For buildings and ground.....	2,500.00
For additional machinery	1,500.00
For contingent.....	4,000.00
For orchard and repairs on fence.....	200.00

We would especially urge that the manufacturing fund be so appropriated that we can draw on the same at any time.

This will enable us to take advantage of the market in purchasing material for the factory, especially broom corn, and enable the board to make a material saving to the institution in this item.

You will see by invoice of manufactured product, raw material on hand and bills receivable that we had at the end of the biennial period invested in the three items \$7,755.57, while we have only been permitted to draw of the appropriation to this fund the sum of \$4,500.00.

We herewith attach a copy of the rules and regulations adopted for the government of the home, and ask that they may be printed as an appendix to this report for the information of those interested in the management of the institution.

Hoping that our institution may receive that kind and considerate treatment at the hands of the next general assembly that its noble object and purpose merit, and believing that in the future we may be able to make this one of the best institutions of the kind to be found in our country, we are

Respectfully yours,

L. T. RICHMOND,
Secretary.

J. H. NICHOLS,
President.

FINANCIAL STATEMENT.

MONTHLY STATEMENT OF DISBURSEMENTS OF SALARY AND SUBSISTENCE FUND,

From July 1, 1893, to June 30, 1895, inclusive of both dates.

1893.			
July.	To salary of superintendent and matron.....	\$ 123.30	
	To salary of foreman.....	41.10	
	To provisions and subsistence.....	284.82	
	To domestic help and teamster.....	92.50—	541.72
August.	To salary of superintendent and matron.....	127.41	
	To salary of foreman.....	42.47	
	To domestic help and teamster.....	92.50	
	To provisions and subsistence.....	243.82—	506.25
Sept'mb'r.	To salary of superintendent and matron.....	132.21	
	To salary of foreman.....	25.00	
	To domestic help and teamster.....	82.88	
	To provisions and subsistence.....	217.53—	457.62
October.	To salary of superintendent and matron.....	70.00	
	To salary of foreman.....	25.00	
	To domestic help and teamster.....	81.00	
	To provisions and subsistence.....	262.15—	438.15
Nov'mb'r.	To salary of superintendent and matron.....	70.00	
	To salary of foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	210.09—	416.09
Dec'mb'r.	To salary of superintendent and matron.....	70.00	
	To salary of foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	320.42—	526.42
1894.			
January.	To salary superintendent and matron.....	70.00	
	To salary foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	253.34—	458.98
February.	To salary superintendent and matron.....	70.00	
	To salary foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	200.93—	406.93
March.	To salary superintendent and matron.....	70.00	
	To salary foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	262.80—	468.80
April.	To salary superintendent and matron.....	70.00	
	To salary foreman.....	25.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	276.26—	482.26
May.	To salary superintendent and matron.....	70.00	
	To salary foreman.....	25.00	
	To domestic help and gardener.....	177.91	
	To provisions and supplies.....	257.80—	529.21

June.	To salary superintendent and matron.....	\$ 91.67	
	To salary foreman.....	30.00	
	To domestic help, gardener and teamster.....	166.50	
	To provisions and subsistence.....	310.14—	597.31
July.	To salary superintendent and matron.....	91.67	
	To salary foreman.....	35.00	
	To domestic help and teamster.....	141.00	
	To provisions and subsistence.....	298.12—	565.79
August.	To salary of superintendent and matron.....	91.67	
	To salary of foreman.....	25.00	
	To domestic help and teamster.....	125.75	
	To provisions and subsistence.....	235.04—	467.46
Sept'mb'r.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and teamster.....	90.97	
	To provisions and subsistence.....	525.13—	732.77
October.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and teamster.....	76.00	
	To provisions and subsistence.....	637.45—	830.12
Nov'mb'r.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and subsistence.....	110.50	
	To provisions and subsistence.....	311.63—	538.80
Decemb'r.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and supplies.....	128.00	
	To provisions and subsistence.....	395.21—	639.88
1895.			
January.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and teamster.....	104.00	
	To provisions and subsistence.....	119.21—	639.88
February.	To salary of superintendent and matron.....	86.67	
	To salary of foreman.....	30.00	
	To domestic help and teamster.....	111.00	
	To provisions and subsistence.....	456.91—	684.58
March.	To salary superintendent and matron.....	86.67	
	To salary foreman.....	30.00	
	To domestic help and teamster.....	104.00	
	To provisions and subsistence.....	212.53—	433.20
April.	To salary superintendent and matron.....	86.67	
	To salary foreman.....	30.00	
	To domestic help and teamster.....	104.00	
	To provisions and subsistence.....	392.51—	613.18
May.	To salary superintendent and matron.....	86.67	
	To salary foreman.....	30.00	
	To domestic help and teamster.....	137.75	
	To provisions and subsistence.....	253.91—	508.33
June.	To salary superintendent and matron.....	91.67	
	To salary foreman.....	30.00	
	To paid on back salary matron.....	45.00	
	To domestic help and teamster.....	93.00	
	To provisions and subsistence.....	332.07—	591.74

RECAPITULATION.

Salary superintendent and matron.....	\$ 2,144.58	
Salary foreman shops.....	698.57	
Domestic help and teamster.....	2,695.26	
Provisions and subsistence.....	7,575.89	
Total warrants drawn on salary and subsistence fund.....		\$ 13,114.30
Total paid by treasurer.....	\$ 13,080.44	
Outstanding warrants.....	33.86—	13,114.30

MONTHLY STATEMENT OF WARRANTS DRAWN AND AMOUNTS
PAID OUT OF MANUFACTURING FUND.

1893.			
July.	To paid inmate labor in shops.....	\$ 212.88	
	To material for shops.....	1.75	
	To salary and expenses salesman.....	114.28	
	To express and postage.....	4.22—	\$ 333.13
August.	To inmate labor in shops.....	144.90	
	To material for manufacturing.....	243.94	
	To salesmen, expenses and salary.....	118.23	
	To postage.....	1.00—	518.07
Sept'mb'r.	To inmates' earnings.....	62.65	
	To material for shops.....	133.92	
	To salesmen, salary and expenses.....	69.24	
	To freight, postage and printing.....	37.54—	302.55
October.	To inmates' earnings.....	119.11	
	To material for shops.....	58.03	
	To salesmen, salary and expenses.....	115.54	
	To freight, postage and printing.....	15.75—	308.43
Novemb'r.	To net earnings inmates'.....	70.00	
	To salesmen, salary and expenses.....	74.50	
	To freight, postage and expenses.....	13.10—	157.60
December.	To inmates' net earnings.....	150.70	
	To material for factory.....	250.17	
	To salesmen, salary and expenses.....	23.86	
	To freight, postage and printing.....	28.08—	452.81
1894.			
January.	To inmates' earnings.....	46.18	
	To salesmen, expenses and salary.....	140.11—	186.29
February.	To inmates' earnings.....	73.39	
	To material for factory.....	137.82	
	To freight and printing.....	66.98—	278.19
March.	To inmates' earnings.....	93.89	
	To material for factory.....	750.38	
	To salesmen.....	39.70	
	To freight and postage.....	44.71—	928.68
April.	To inmates' earnings.....	277.98	
	To material for factory.....	1,488.18	
	To salesmen, and expenses and salary.....	161.22	
	To freight and postage.....	88.56—	2,015.94
May.	To inmates' earnings.....	325.75	
	To material for shops.....	16.20	
	To salesmen, salary and expenses.....	104.70	
	To postage.....	10.00—	456.65
June.	To inmates' earnings.....	323.43	
	To material for factory.....	732.70	
	To salesmen, expenses and salary.....	75.34	
	To freight and printing.....	16.00—	1,147.47
July.	To inmates' earnings.....	233.30	
	To material for factory.....	116.90	
	To salesmen, salary and expenses.....	341.71	
	To freight and postage.....	33.67—	725.58

August.	To inmates' earnings.....	\$ 173.20	
	To material for shops.....	401.44	
	To salesmen, expenses and salary.....	210.55	
	To freight and postage.....	58.65—	\$ 843.84
Sept'mb'r.	To inmates' earnings.....	66.55	
	To material.....	775.10	
	To salesmen, salary and expenses.....	300.03	
	To freight and printing.....	94.10—	1,235.78
October.	To inmates' earnings.....	325.26	
	To material for shops.....	433.42	
	To salesmen, salary and expenses.....	240.32	
	To printing.....	3.33—	1,002.33
Novemb'r.	To inmates' earnings.....	203.80	
	To material for shops.....	1,232.49	
	To freight.....	8.64	
	To salesmen, expenses and salary.....	196.20—	1,641.13
December.	To inmates' earnings.....	268.95	
	To material.....	283.76	
	To salesmen, expenses and salary.....	183.65	
	To freight, postage and printing.....	83.48—	819.84

1895.			
January.	To inmates' earnings.....	274.23	
	To material for factory.....	515.04	
	To salesmen, salary and expenses.....	214.50	
	To freight, postage and printing.....	68.75—	1,032.52
February.	To inmates' earnings.....	234.47	
	To material for factory.....	274.04	
	To salesmen, salary and expenses.....	200.00	
	To freight and printing.....	27.55—	736.06
March.	To inmates' earnings.....	192.87	
	To material for shops.....	194.83	
	To salesmen, expenses and salary.....	204.45	
	Printing and freight.....	4.25—	596.40
April.	To inmates' earnings.....	133.92	
	To material for factory.....	1,477.99	
	To salesmen, expenses and salary.....	139.25	
	To freight.....	5.72—	1,756.88
May.	To inmates' earnings.....	291.93	
	To material.....	303.43	
	To salesmen, salary and expenses.....	202.80	
	To freight and printing.....	95.13—	893.29
June.	To inmates' earnings.....	424.72	
	To material for shops.....	846.28	
	To salesmen, salary and expenses.....	196.30	
	To freight and printing.....	60.27—	1,527.57

RECAPITULATION.

Total paid inmates.....	\$ 4,684.06
Total paid for material.....	10,808.12
Total paid salesmen.....	3,526.36
Total paid for freight, postage and printing.....	869.48
Grand total.....	\$ 19,888.02

NOTE.—The amount paid inmates is for net earnings after deducting amount charged for board. The amount paid in labor by inmates for board during the biennial period amounts to \$4,857.85, and this amount is due the salary and subsistence fund from the manufacturing fund.

MONTHLY STATEMENT OF WARRANTS DRAWN ON CONTINGENT FUND.

From July 1, 1893, to June 30, 1895.

1893.			
July.	To coal and illuminating oil.....	\$ 14.50	
	To incidentals.....	10.30—	24.80
August.	To coal and oil.....	28.41	
	To incidentals and repairs.....	29.41—	57.82
Sept'mb'r.	To coal and oil.....	3.90	
	To coffin, Addie Clark.....	10.50	
	To incidentals.....	8.76—	23.16
October.	Nothing drawn		
Nov'mb'r.	To coal and oil.....	155.34	
	To repairs and hardware.....	73.22—	228.56
	To coal and oil.....	71.90	
Dec'mb'r.	To coal and oil.....	33.19—	105.09
	To incidentals and repairs.....		
1894.			
January.	To coal and oil.....	6.49	
	To repairs on building.....	92.72—	99.21
February.	To coal and oil.....	137.66—	137.66
March.	To coal and oil.....	69.98	
	To incidentals.....	28.75—	98.73
April.	To coal and oil.....	55.71	
	To incidentals and repairs.....	36.39—	92.10
May.	To coal and oil.....	50.78	
	To incidental hardware, etc.....	144.42—	195.20
June.	To coal and oil.....	27.47	
	To incidentals.....	8.00—	35.47
July.	Coal and oil.....	61.05	
	Incidentals, repairs, etc.....	60.39—	121.44
August.	Coal and oil.....	23.12	
	Incidentals, repairs, etc.....	19.42—	42.54
Septemb'r.	Coal.....	13.40	
	Incidentals.....	2.85—	16.25
October.	Coal and oil.....	15.47	
	Workmen repairing hail storm damage.....	8.23—	120.14
	Incidentals.....	6.44—	
Novemb'r.	Coal and oil.....	42.47	
	Incidentals.....	2.95—	45.42
December.	Coal.....	55.60—	55.60
1895.			
January.	Incidentals.....	10.00—	10.00
February.	Incidentals.....	39.72—	39.72
March.	Coal.....	71.64	
	Incidentals.....	1.50—	73.14
April.	Coal.....	52.33	
	Incidentals.....	9.90—	62.23
	Incidentals.....	6.00—	6.00
May.	Coal.....	18.75	
June.	Coal.....	16.50—	35.25
	Funeral expenses deceased inmate.....		
	Total paid out.....	\$	1,714.93

MONTHLY STATEMENT OF AMOUNTS DRAWN ON MACHINERY FUND.

1893.			
July.	To mowing machine.....	\$ 21.90—	\$ 21.90
August.	To machine.....	6.40	
	To repairs.....	.60—	7.00
Sept'mb'r.	To machinery.....	41.69	
	To repairs.....	.50—	42.19
October.	To repairs.....	4.85—	4.85
Nov'mb'r.	To repairs (nothing drawn).....	.60—	.60
Dec'mb'r.	To repairs.....	5.95—	5.95
1894.			
July.	To washing machine.....	4.50	
	To repairs.....	2.50—	7.00
August.	To hot water heater.....	45.00	
	To freight on same.....	1.25—	46.25
Nov'mb'r.	To repairs.....	2.70—	2.70
June.	To repairs.....	3.50—	3.50
	Total paid out.....	\$	141.94

FARM AND GROUNDS MONTHLY STATEMENT.

1893.			
July.	To labor on grounds.....	\$ 129.34—	\$ 129.34
August.	To labor on grounds.....	155.23—	155.23
Sept'mb'r.	To material.....	9.85—	9.85
October.	To material.....	38.20	
	To labor on fence and grounds.....	52.49—	90.69
Nov'mber.	Work on building.....	57.70—	57.70
Dec'mber,	Material.....	5.80—	5.80
1894.			
April.	Material and seed.....	39.17	
	Labor.....	50.37—	89.54
May.	Labor on grounds.....	72.47—	72.47
June.	Lumber.....	47.36	
	Labor.....	19.00—	66.36
July.	Lumber.....	26.52	
	Labor and material.....	16.92—	43.44
August.	Paint, oil and hardware.....	84.78	
	Labor.....	54.30—	139.08
October.	Material.....	40.29—	40.29
Nov'mber.	Material.....	6.04—	6.04
1895.			
May.	Material.....	19.50	
	Labor.....	3.50—	23.00
	Total.....	\$	928.78

MONTHLY STATEMENT WARRANTS DRAWN ON COLD STORAGE FUND.

1893.			
August.	Repairs.....	\$	1 50
Dec'mber.	4.13—	\$ 5.63

The treasurer's report covering biennial period from July 1, 1893, to June 30, 1895, inclusive of both dates, filed with the board of trustees August 1, 1895, and which report has been examined and found to be correct, shows the following receipts and disbursements in the respective funds:

SALARY AND SUBSISTENCE FUND.

1893.			
July	1. By balance on hand.....	\$	409.61
	By amount received from state.....	10,145.20	
	By received back board inmate.....	10.26	
	By received back emergency fund.....	1,200.00	
	Total.....	\$	11,765.07
	To total disbursements for period.....	\$	13,080.44

MANUFACTURING FUND.

1893.			
July	1. By balance on hand.....	\$	61.42
	By received from state treasurer.....	4,875.00	
	By total receipts of sales of manufactured products.....	15,295.96	
	Total receipts.....	\$	20,232.38
	To total amount paid out.....	\$	19,867.92
	To balance on hand.....	364.46	
	Total.....	\$	20,232.38

COLD STORAGE FUND.

1893.			
July	1. By balance on hand.....	\$	284.72
	To amount paid out.....	\$	5.63
	To balance on hand June 30, 1895.....	279.09	
	Total.....		284.72

MACHINERY FUND.

1893.			
July	1. By balance on hand.....	\$	263.29
	By received from state treasurer.....	375.00	
	Total.....	\$	641.29
	To amount paid out.....	\$	141.94
	To balance on hand June 30, 1895.....	499.35	
	Total.....	\$	641.29

BUILDING AND GROUNDS FUND.

1893.			
July	1. By balance on hand.....	\$	406.45
	By received rents.....	37.50	
	By state appropriation.....	750.00	
	Total.....	\$	1,193.95
	To amount paid out.....	\$	928.81
	To balance on hand.....	265.14	
	Total.....	\$	1,193.95

CONTINGENT FUND.

1893.			
July	1. By balance on hand.....	\$	111.18
	By received from state treasurer.....	1,500.00	
	By received from Providential fund hail storm repairs.....	109.44	
	Total.....	\$	1,720.62
	To amount paid out.....		
	To balance on hand June 30, 1895.....		\$ 1,709.97
	Total.....		10.65
		\$	1,720.62

ORCHARD FUND.

1895.			
July	1. By balance on hand.....	\$	18.50
	By received from state treasurer.....	75.00	
	Total.....	\$	93.50
	To balance on hand June 30, 1895.....		\$ 93.50

RECAPITULATION.

SALARY AND SUBSISTENCE FUND.

Total receipts.....	\$	11,765.07
Estimated value of crop and garden.....	400.00	
Due this fund for board paid to manufacturing fund in labor by inmates.....	1,315.37	
Total.....	\$	13,480.44
Total paid out.....	\$	13,080.44
Estimated value of crop and garden.....	400.00	
Total.....	\$	13,480.44

MANUFACTURING FUND.

Total receipts.....	\$	20,232.38
Due from bills receivable.....	4,593.66	
Invoice manufactured products on hand.....	1,575.05	
Invoice unmanufactured material on hand.....	922.48	
Total.....	\$	27,623.57
Total paid out.....	\$	19,867.92
Cash, bills receivable, material and product on hand.....	7,755.65	
Total.....	\$	27,623.57

SUPERINTENDENT'S REPORT.

SUPERINTENDENT'S REPORT.

KNOXVILLE, IOWA, June 30, 1895.

To the Honorable Board of Trustees of the Industrial Home for the Blind:

GENTLEMEN:—For the second biennial period of this institution I herewith submit my report:

	Inmates.
Number enrolled June 30, 1893.....	51
Admitted since July 1, 1893.....	18
Total enrollment.....	69
Voluntary withdrawals.....	12
Discharged and suspended.....	2
Away on temporary leave of absence.....	9
Died.....	2
Lowest number on the rolls any month of the period.	25
Highest number.....	44

You will observe we have had two deaths during the period, although the health has been good for people of their ages.

I am glad to note our work shows a marked degree of improvement in the broom shops, as well as in the hammock and net industry, which is evidenced by the increased sales in both branches. Especially is this encouraging when we have taken into consideration the inferiority of the crop of broom corn of 1894 and the general depression of business throughout the country.

I have not been able to discern any marked difference between our blind workmen and seeing men of their class, except that a few are more dissatisfied and therefore more fault-finding with their immediate overseers.

The foreman of the shops could make a great improvement of the work with a seeing assistant, and I think it will be profitable to add such a man as soon as it can be reached.

We have adopted a scale of prices for work whereby our broom makers earn from fifty cents to one dollar per day, according to the grade of work they are able to perform.

They are charged cost price for cord and other material for hammocks and nets, and allowed a regular schedule price for them when turned over to the foreman; or if they desire they are allowed to sell such manufactured work. This has been permitted to stimulate a demand and sale for this class of our product; consequently there has been a considerable earning not returned to me and therefore not shown in my report.

We have introduced to a limited extent cane seating chairs which we hope to show a decided increase of considerable revenue in our next report.

The female inmates are employed in bead, needle, hammock, and net making, and as far as is practical in household and laundry work. Very little, however, has been accomplished in bead work. It is dull sale which offers little encouragement.

We charge each inmate for their board—females, \$2 and males, \$2.25 per week for board and keeping; credit them for the work they perform and settle monthly.

During September and October, 1893, with the inmates, we harvested and cured nine acres—three and three-quarters tons—of broom corn, cut and put up ten acres of Indian corn. In September and October, 1894, we harvested and cured fifteen acres—four and a quarter tons—of broom corn with our inmates. We also do chores and run the steam laundry during the summer with inmates who have partial sight.

We fatted and killed eight hogs, making about 1,000 pounds of pork and 450 pounds of lard in 1893, and in 1894 we killed eighteen hogs, made 2,500 pounds of pork and 1,500 pounds of lard. We also sold twelve hogs and one cow for \$132.75.

We have added an iron fire proof bleach room to our work shops, and put in an enlarged water heater giving us an abundant hot water supply, the old heater being inadequate to our demands.

We have added materially to our supply of live stock on the farm. We have raised one cow and one horse; have two Jersey heifers, twenty-nine hogs, 150 chickens and twenty-six turkeys, two work horses, three milch cows.

We have fifteen acres of extra corn, ten acres of rye, nine acres potatoes and three acres of garden.

IMPROVEMENTS NEEDED.

We are hampered for store room for manufactured material, and I recommend you ask from the next general assembly a sufficient amount to raise an additional story on the two ware-rooms, making an inclosed gallery connection with the shops, the upper gallery to be used for the seeder and the lower for conveying material to and from the warerooms.

We also need a building for curing broom corn. When not being used for that purpose we can adapt it for storing agricultural implements and broom material. This building need not be expensive, it can be frame and entirely detached from the other buildings.

We should also have a power seeder and a small engine which could be run eight months in the year with scarcely any addition to our regular expense.

The question of water supply will need your consideration. Our lease with the city expires January 1, 1896.

In repairs we will need our main building calcimined and painted inside, and also the halls in the wards. The following supplies will also be needed:

- 250 yards ingrain carpets.
- 40 single mattresses.
- 200 single sheets.
- 50 single comforters.
- 50 single blankets.
- 100 yards turkey red table linen.
- 200 turkey red napkins.
- 24 yards bleached table linen.
- 50 bleached linen napkins.

The west and north line fences need rebuilding and a partition fence should be made through the north field, requiring forty rods of new fence and ninety rods of new posts on the line fences.

The north end of our farm being very flat, it can be very much benefited by tile draining, which will require 2,000 feet of tile. The work can be done by our partial seeing inmates.

Respectfully,

M. C. GEBHARDT,
Superintendent.

TABLE No. 1.
LIST OF INMATES JUNE 30, 1895.

IOWA INDUSTRIAL HOME FOR BLIND. [B7a

NAME.	Age, years.	ADMITTED.	COUNTY BELONGING.	NATIVITY.	REMARKS.
Anderson, Minnie.....	26	September 22, 1892...	Sioux.....	Indiana.	
Anderson, Annie.....	20	July, 1893.....	Boone.....	Sweden.	
Ashby, W. H.....	29	January 1, 1892.....	Louisa.....	Iowa.	
Atkinson, John.....	20	June 10, 1893.....	Benton.....		September 20, 1893, left by permission.
Bredlove, John P.....	51	January 22, 1892.....	Woodbury.....	Indiana.....	Absent by permission.
Brown, Lenora G.....	23	April 11, 1892.....	Harrison.....	New York.	
Blair, Charles W.....	25	January 24, 1893.....	Scott.....	Iowa.....	Left home November 9, 1894.
Brown John.....	55	November 4, 1894.....	Mahaska.....	England.	
Barthols, George.....	26	June 14, 1894.....	Benton.....	Iowa.	
Burdick, A. T.....	40	January 7, 1892.....	Marion.....	Indiana.....	* Married.
Burmester, John.....	25	June 16, 1893.....	Benton.....		Left for Vinton college September 20, 1893.
Collier, C. H.....	33	January 14, 1893.....	Page.....	Illinois.....	* Married.
Coval, Isaac D.....	68	February 25, 1892.....	Des Moines.....	Kentucky.	
Cooch, A. L.....	54	March 9, 1892.....	Ida.....	Ohio.	
Clark, Adda.....	38	May 14, 1892.....	Benton.....	Illinois.....	Died August 12, 1893.
Connelly, Jeremiah.....	46	May 30, 1892.....	Polk.....	Ireland.	
Christner, John.....	23	August 25, 1892.....	Benton.....	Illinois.....	Left by permission June 30, 1893.
Cress, James A.....	41	November 10, 1892.....	Linn.....	Iowa.....	
Catlin, W. E.....	36	July 10, 1894.....	Des Moines.....	Iowa.....	Dec. 1894, sick; taken home to Burlington.
Donnelson, Thomas.....	22	July 4, 1892.....	Marion.....	Illinois.....	Left on his own account.
Ferreby, A. C.....	29	December 29, 1891.....	Clinton.....		
Frost, Fannie.....	25	December 25, 1891.....	Benton.....	Missouri.....	* Married Taylor.
Ford, Charles.....	25	January 12, 1892.....	Dubuque.....	Iowa.....	Absent temporarily.
Fresman, John A.....	24	January 13, 1892.....	Warren.....	Iowa.....	Discharged August 18, 1894.
Feuske, Herman.....	26	March 23, 1892.....	Adair.....	Texas.	
Guinn, John.....	20	January 19, 1892.....	Madison.....	New Jersey.	
Graves, Georgiana.....	27	June 20, 1892.....	Polk.....	Wisconsin.....	Absent.
Haines, Walter C.....	30	January 6, 1892.....	Polk.....	Iowa.	
Hollenbeck, H. D.....	42	February 22, 1892.....	Linn.....	Iowa.....	Suspended March 14, 1894.
Hurley, Dennis.....	39	April 29, 1892.....	Audubon.....	Kentucky.....	Absent temporarily.
Hodam, Herman.....	37	November 23, 1894.....	Sioux.....	Germany.....	Absent temporarily.
Ingresen, Carsten.....	45	November 20, 1894.....	Woodbury.....	Germany.	
Jenny, Charles.....	36	October 19, 1892.....	Des Moines.....	Iowa.....	Absent temporarily.
Karrigan, William.....	43	April 20, 1892.....	Crawford.....	New Jersey.	
Kauffman, C. D.....	25	June 22, 1894.....	Washington.....	Iowa.....	Absent temporarily.
Leitgen, William.....	44	December 28, 1894.....	Clayton.....	Germany.	

1895.]

LIST OF INMATES.

Lavin, William.....	46	January 15, 1892.....	Polk.....		
Marshall, Myron.....	26	August 8, 1892.....	Warren.....	Ireland.	
Miller, Charles W.....	39	December 29, 1891.....	Warren.....	Iowa.....	
Miller, Martha.....	34	September 28, 1892.....	Keokuk.....	Iowa.	September, 1893, left on his own account.
McBride, H. A.....	41	January 21, 1893.....	Union.....	Iowa.	Left on his own account February 16, 1894.
Morgan, Allen W.....	41	September 10, 1893.....	Warren.....	Pennsylvania.	
Murdoch, Hugh.....	32	May 15, 1894.....	Jasper.....	Iowa.	
Newton, D. C.....	30	December 30, 1891.....	Marion.....	Ayrshire, Scotland.	
Nevin, John W.....	34	November 15, 1894.....	Appanoose.....	Indiana.....	
O'Rorke, Mary.....	25	December 20, 1894.....	Jasper.....	Ohio.....	* Married.
Quilkin, Patrick.....	37	January 7, 1892.....	Wapello.....	Wisconsin.	Absent temporarily.
Ramsey, H. E.....	24	April 5, 1892.....	Tama.....	Ireland.	
Roberts, James W.....	30	May 3, 1892.....	Keokuk.....	Iowa.....	* Married.
Rasmussen, Hans.....	25	June 22, 1894.....	Woodbury.....	England.....	* Married.
Schaeffer, Peter.....	47	April 26, 1892.....	Jefferson.....	Denmark.....	Died May 30, 1894.
Schaeffer, Louis.....	43	January 11, 1892.....	Jefferson.....	Germany.....	May, 1893, returned to Fairfield.
Scott, C. M.....	23	March 29, 1892.....	Boone.....	Germany.	
Scheuller, Charles.....	38	June 30, 1892.....	Carroll.....	Germany.....	Sent to Mount Pleasant hospital.
Strabon, George B.....	32	May 17, 1892.....	Soldiers' Home.....	Illinois.....	
Smith, George B.....	45	August, 1892.....	Marion.....	Germany.....	Returned to Soldiers' Home.
Tillotson, Carrie.....	32	January 7, 1892.....	Story.....	Illinois.....	* Married.
Thompson, John D.....	55	January 25, 1892.....	Marion.....	Canada.....	Absent on her own account.
Taylor, John E.....	29	January 3, 1892.....	Marshall.....	New Brunswick.	
Tosh, Harry.....	29	January 21, 1893.....	Jefferson.....	Iowa.....	
Uhl, Charles.....	29	April 13, 1892.....	Harrison.....	Ohio.....	* Married.
Workman, John.....	52	December 20, 1894.....	Clay.....	New York.....	Returned to Soldiers' Home May 4, 1893.
Wood, Eva B.....	26	February 3, 1892.....	Linn.....	Missouri.....	Absent temporarily.

* Married all live outside of the Home.

ACCOUNT OF GOODS MANUFACTURED.

From July 1, 1893, to June 30, 1895.

House and carpet brooms (dozen).....	8,411½
Whisk brooms (dozen).....	446
Hammocks.....	746
Horse nets.....	123

SALES OF MANUFACTURED GOODS.

From July 1, 1893, to June 30, 1895.

House and carpet brooms (8,841 dozen).....	\$ 20,021.57
Whisk brooms (446 dozen).....	479.22
Hammocks (406).....	5.50
Horse nets (117).....	10.25
Bead work.....	
Caning chairs.....	
Total	\$ 20,516.54
Cash discounts allowed.....	\$ 75.86
Allowances for imperfect brooms.....	460.37— 536.23
Total	\$ 19,980.31

STATEMENT OF COLLECTIONS ON ACCOUNT OF SALES FOR MANUFACTURED ARTICLES.

From July 1, 1893, to June 30, 1895.

(Deposited with treasurer as per receipts filed, \$15,357.38.)

Amount on hand at last report.....	\$ 61.42
July, 1893.....	824.01
August, 1893.....	858.01
September, 1893.....	449.09
October, 1893.....	351.20
November, 1893.....	421.03
December, 1893.....	588.58
January, 1894.....	368.79
February, 1894.....	531.88
March, 1894.....	414.06
April, 1894.....	314.03
May, 1894.....	673.68
June, 1894.....	506.40
July, 1894.....	417.20
August, 1894.....	495.63
September, 1894.....	489.72
October, 1894.....	803.03
November, 1894.....	1,089.77
December, 1894.....	823.72
January, 1895.....	633.00
February, 1895.....	850.27
March, 1895.....	636.27
April, 1895.....	799.15
May, 1895.....	1,114.98
June, 1895.....	882.26
Total	\$ 15,357.38

STATEMENT OF MONTHLY SALES FROM JULY 1, 1893, TO JUNE 30, 1895.

MONTH.	Number dozen brooms.	Number dozen whisks.	Number ham-mocks.	Number nets.	Amount broom sales.	Amount ham-mock and net sales.	Amount beads and caning chairs.
1893—							
July.....	392	7			\$ 893.80	\$ 21.30	\$ 8.65
August.....	164				521.22	7.00	.85
September.....	213				565.57		
October.....	185	6			403.35		
November.....	197	10			613.96		
December.....	191	4			502.97		
1894—							
January.....	84	1			220.15	2.85	
February.....	131		16		276.82		4.25
March.....	420	28	6	30	612.40		37.20
April.....	356	8	7	8	887.80		18.95
May.....	166	10	29	9	453.74		88.20
June.....	481	28	24	37	1,039.43		2.00
July.....	368	41	18	2	791.77		24.60
August.....	501	35			1,092.89		2.50
September.....	504	31	1		1,180.00		
October.....	725	51			1,733.27		
November.....	319	18			747.33		
December.....	540	36			1,193.97		
1895—							
January.....	463	22			1,181.11		
February.....	364	16	36		737.94		
March.....	534	38	121	6	1,136.42		54.50
April.....	521	22	52	1	1,048.04		45.05
May.....	529	11	88	22	1,258.42		99.97
June.....	493	23	8	2	929.20		15.20
Total	8,841	446	406	117	\$ 20,021.57	\$ 479.22	\$ 15.75

INVENTORY UNMANUFACTURED STOCK ON HAND JUNE 30, 1895.

1,650 lbs. crooked corn @ \$1.50 per cwt.....	\$ 24.75
4,240 lbs. tip red @ \$2.50 per cwt.....	106.25
5,650 lbs. self-working @ \$3.50 per cwt.....	197.75
20,400 extra maple No. 1 broom handles @ \$9.75 per 100.....	198.90
25 8-foot ceiling broom handles @ \$4.50 per 100.....	1.13
2,600 extra maple barn broom handles @ \$12 per 100.....	31.20
500 fancy toy handles @ \$5 per 1,000.....	2.50
500 whisk rods @ 70c per 100.....	3.50
613 lbs. No. 20 W. & M. broom wire @ 4c per lb.....	24.52
36 lbs. No. 2 W. & M. broom wire @ 4c per lb.....	1.44
21 overhead broom racks @ \$1 each.....	21.00
72 gro. No. 2 fancy locks @ 35c per gro.....	25.20
24 gro. No. 2 fancy locks @ 40c per gro.....	9.60
53 gro. No. 2 velvet locks at 45c per gro.....	23.85
56 gro. No. 2 fancy ring locks @ 60c per gro.....	33.60
2 lbs. bunching twine @ 16c per lb.....	.32
345 lbs. sewing twine @ 28c per lb.....	95.18
21 lbs. grey sewing twine @ 27c per lb.....	5.67
23½ lbs. whisk sewing twine @ 45c per lb.....	7.88
69 lbs. yellow sewing twine @ 34c per lb.....	23.46
2 gro. nickel-plated whisk handles @ \$1.65 per gro.....	3.30
2½ doz. nickel-plated whisk handles @ \$1.65 per gro.....	.34
5 gro. nickel-plated whisk thimbles @ 90c per gro.....	4.50
500 black-enameled whisk handles @ \$6 per 1,000.....	3.00
500 ferrules for whisk handles @ 45c per 100.....	2.25
2,700 ¾ in. staples @ 8c per 100.....	2.16
1,200 ½ in. staples @ 8c per 100.....	.96

INVENTORY UNMANUFACTURED STOCK—CONTINUED.

30 lbs. blue cut staples @ 10c $\frac{1}{2}$ lb.....	\$ 3.00
46 lbs. blue cut staples @ 12c $\frac{1}{2}$ lb.....	5.52
200 lbs. brimstone @ 3c $\frac{1}{2}$ lb.....	6.00
500 broom sacks @ \$7.50 $\frac{1}{2}$ 1,000.....	3.75
4,000 broom labels @ \$12.50 $\frac{1}{2}$ 1,000.....	50.00
Total	<u>\$ 922.48</u>

INVENTORY MANUFACTURED GOODS ON HAND JUNE 30, 1895.

31½ doz. parlor brooms @ \$3.90 $\frac{1}{2}$ doz.....	\$ 94.50
109 doz. No. 3 carpet brooms @ \$3.25 $\frac{1}{2}$ doz.....	245.25
10½ doz. Little Gem brooms @ \$2.40 $\frac{1}{2}$ doz.....	25.20
97 doz. No. 4 carpet brooms @ \$2.15 $\frac{1}{2}$ doz.....	208.55
240 doz. No. 5 house brooms @ \$2.00 $\frac{1}{2}$ doz.....	480.00
10 doz. No. 5 b house brooms @ \$1.75 $\frac{1}{2}$ doz.....	17.50
5 doz. special carpet brooms @ \$2.40 $\frac{1}{2}$ doz.....	12.00
2 doz. Rocket house brooms @ \$1.50 $\frac{1}{2}$ doz.....	3.00
7 doz. barn brooms @ \$4.00 $\frac{1}{2}$ doz.....	28.00
7 doz. warehouse brooms @ \$4.00 $\frac{1}{2}$ doz.....	28.00
10 doz. toy brooms @ \$1.25 $\frac{1}{2}$ doz.....	12.50
1 doz. H H whisk brooms.....	.75
½ doz. E H whisk brooms @ 90c $\frac{1}{2}$ doz.....	.45
1 doz. nickel whisk brooms.....	1.50
13 8-ft. No. 32 cord hammocks @ 90c each.....	11.70
34 9-ft. No. 32 cord hammocks @ \$1.00 each.....	34.00
143 10-ft. No. 32 cord hammocks @ \$1.10 each.....	157.30
32 11-ft. No. 32 cord hammocks @ \$1.35 each.....	43.20
31 12-ft. No. 32 cord hammocks @ \$1.65 each.....	51.15
2 11-ft. No. 40 cord hammocks @ \$1.40 each.....	2.80
25 12-ft. No. 40 cord hammocks @ \$1.75 each.....	43.75
22 13-ft. No. 40 cord hammocks @ \$1.85 each.....	40.70
1 14-ft. No. 40 cord hammock	2.00
1 15-ft. No. 40 cord hammock	2.25
2 horse nets, white, @ \$2.00 each.....	4.00
10 horse nets, colored, @ \$2.50 each.....	25.00
Total	<u>\$ 1,575.05</u>
Bills receivable June 30, 1895, for sale of manufactured goods.....	4,893.56
Total	<u>\$ 6,468.61</u>

APPENDIX.

APPENDIX.

BY-LAWS.

PREAMBLE:—In pursuance of law the Board of Trustees of the Industrial Home for the Blind of the State of Iowa, at a regular meeting of said Board held at the Home June 9, 1892, adopted and enacted the following by-laws:

ARTICLE I.

The officers of the Board of Trustees shall be a President, Treasurer and Secretary, to be elected by the Board from the members thereof on the first Tuesday in May of each even year, and shall hold their respective offices for the term of two years, and until their respective successors are elected and qualified. The President, Treasurer and Secretary elected by the Board May 2, 1892, shall hold their respective offices until the first Tuesday in May, 1894, and until their respective successors shall have been elected and qualified.

ARTICLE II.

The regular meeting of the Board of Trustees shall be held at the Home on the first Tuesday in February, May, August and November in each year. The President may call an extra meeting of the Board whenever in his judgment the same is necessary. And on the written request of three members of the Board, shall call an extra meeting of the Board when so requested.

ARTICLE III.

At the regular meeting, the Board on the first Tuesday in May of each year, shall elect a Superintendent and Matron, who shall hold their office for one year, unless sooner removed by the Board. But no such removal shall be made except by vote of four members of the Board in favor of such removal. The salary to be paid the Superintendent and Matron for the ensuing year shall be fixed by the Board at the time the said Superintendent and Matron are elected. The Superintendent shall give a bond to be approved by the Board in the sum of five thousand dollars, conditioned for the faithful accounting of all moneys and properties that may come into his hands.

ARTICLE IV.

The Board shall at the regular meeting in May of each year employ a foreman for the workshops, and also employ such other persons as they may think proper, and fix the wages to be paid such employes; and the Board shall from time to time fix the wages to be paid inmates employed in the workshops, and other employes in and connected with the Home.

ARTICLE V.

It shall be the duty of the Secretary to attend the meetings of the Board, to keep a minute of its proceedings, and to keep a record of its actions and proceedings of the respective committees hereinafter provided for as reported to him by such committees, and perform such other duties as may from time to time be assigned to him by the Board.

ARTICLE VI.

The President shall at the meeting at which these by-laws are adopted and at the regular meeting in May of each year thereafter appoint the following committees, to-wit: On auditing, on building, grounds and supplies, and on finance; each committee shall consist of three members.

AUDITING COMMITTEE.

The Auditing Committee shall meet at the home on the first Tuesday in each month and examine all bills payable or presented for payment, and report on the same; but their actions in auditing bills shall be subject to review by the full Board when in session.

FINANCE COMMITTEE.

The Finance Committee shall, subject to the approval of the Board, have the financial management of all the funds belonging to said Home, and shall prescribe the manner of keeping all books of accounts.

BUILDING AND SUPPLIES COMMITTEE.

The Building and Supplies Committee shall, subject to the approval of the Board, have the supervision of all matters pertaining to the buildings and grounds and supervise all matters relating to the furnishing and purchasing of supplies for the Home and material for the workshops.

ARTICLE VII.

The Board of Trustees at the meeting at which these by-laws are adopted, shall prescribe the terms and conditions for the admission of blind persons to the Home, and discharge therefrom and also adopt rules and regulations for the government of the Home, and prescribe rules fixing the duties of the Superintendent and Matron.

ARTICLE VIII.

It shall be the duty of the President of the Board to preside at all meetings of the Board, and to make from time to time careful enquiry into the general management of the Home, and to report the results thereof to the Board at each meeting, together with such recommendations as he may wish to make concerning the management of the Home.

ARTICLE IX.

The Treasurer of the Board shall give bond in the sum of ten thousand dollars, to be approved by the Secretary of State, conditioned for the faithful accounting of all moneys that may come into his hands.

ARTICLE X.

All appropriations which may from time to time be made by the General Assembly for the use of said Home, as well as the proceeds of the sale of articles manufactured therein, and all other moneys due or payable to said Home, shall be paid to the treasurer and by him disbursed or paid out only upon warrants or vouchers signed and approved by the Auditing Committee.

ARTICLE XI.

These by-laws may be amended at any regular meeting of the Board, but no amendment shall be made unless upon vote of four members.

 RULES AND REGULATIONS.

Rules and regulations for the government of the Iowa Industrial Home for the Blind adopted by the Board of Trustees, June 9, 1892.

ARTICLE I.

The Superintendent shall be the chief executive of the Home, with the following duties and powers:

First—To superintend the grounds, buildings, workshops, manufacturing departments, and the property of the Home.

Second—To certify to the Board of Trustees the number of employes and instructors needed in the manufacturing departments, and to recommend to the Board suitable persons to be appointed to these positions.

Third—To employ domestics and other persons needed in and around the Home, and to dismiss domestics and other persons employed at the Home whenever in his judgment the good of the Home demands it; but the Superintendent shall not dismiss any instructor, foreman or employe, nor any inmate regularly admitted to the Home except upon the order of the Board of Trustees.

Fourth—To prescribe the duties of all instructors, laborers, domestics, inmates and servants employed at the Home.

Fifth—The Superintendent will admit only such persons to the Home as inmates as have made application and passed the required medical examination. All applications for admission must be approved by the President of the Board, and the member residing nearest the residence of the applicant.

Sixth—To suspend any employe or inmate pending a recommendation to the Board for his or her dismissal, and to appoint substitutes during such suspension of instructors and employes.

Seventh—Pending a recommendation to the Board for the final dismissal, the Superintendent may suspend the privileges of, and may remove from the premises, any inmate whose conduct has been, or is such, as to appear to the Superintendent to be in conflict with the interests of the Home. Should any inmate so suspended or removed, be in destitute circumstances, the Superintendent may on demand furnish such inmate with lodging and board elsewhere, until the decision of the Board is made thereon. The bill for such board and lodging must be presented to the Board of Trustees for allowance and payment as other bills.

Eighth—The Superintendent and Matron shall reside at the Home.

Ninth—The Superintendent must keep a daily record of his official acts, in a manner prescribed by the Board, and to present the same to the Auditing Committee at each monthly meeting, verified by his oath in accordance with the blanks furnished him by the Board for that purpose, and to make in such monthly reports such recommendations to the Board as he may deem proper. The monthly report must contain a statement of all stock, goods and supplies received at the Home during the month, together with an itemized statement of the cost of the same, also a statement of all goods sold and the amount received for the same.

Tenth—The Superintendent must turn over to the Treasurer at the end of each month, together with the balance sheet, all moneys received by him from the sale of manufactured goods, and all revenues derived by him from any source whatever, in behalf of and for the benefit of the Home, and take the Treasurer's receipt therefor.

Eleventh—The Superintendent must make up and deliver to the Board on the first Monday in August of each year, his annual accounts, and statement of the affairs of the Home, verified by his oath. The annual statement shall be an epitome of the monthly reports, and shall contain the number and the names of the inmates, officers and employes, and the respective dates of the admission or beginning of employment, and their respective dates of dismissal and discharge made during the year. It shall contain a full review of all receipts and expenditures, and an invoice of all stock, goods and supplies on hand. It shall contain also the average weekly cost of the board per capita of all persons residing at the Home, without considering labor credits; and the average annual cost of instruction per capita. It shall show clearly the relation of the gross cost to the gross product, and the per cent lacking to become self sustaining.

Twelfth—To make requisitions on the Board of Directors for articles and all goods needed at the Home, and to order and purchase the same as directed by the Committee on Supplies, provided that the Board may by resolution spread upon its minutes at any regular meeting, authorize the Superintendent with the concurrence of one member of the Committee on Supplies, to make purchase of material and supplies without previous requisition. He must in addition perform such other duties as may from time to time be required of him by the Board of Trustees. The Matron shall have charge of the female department of the Home, and shall govern the lady inmates thereof, subject to the direction of the Superintendent.

RULES REGULATING THE ADMISSION OF INMATES TO THE INDUSTRIAL HOME FOR THE BLIND.

Article one of the rules regulating the admission of inmates as amended by the Board July 6, 1893, reads as follows:

Every adult blind person who has been a bona fide resident of the state of Iowa for one year prior to his or her application for admission, of good moral character shall be entitled to admission to said home; provided that said applicant is physically able to earn a sufficient amount to pay actual cost of his or her subsistence. In the event any inmate regularly admitted to the Home as an inmate shall absent himself from said institution for a period of sixty days, he or she shall forfeit all rights as an inmate and may in the discretion of the Board of Trustees be required to make application and pass examination as in case of original admission to the Home.