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THE
SECOND ANNUAL REPORT

OF THE

RECTOR AND MANAGERS

OF

THE CHURCH HOME:

AND THE

CONSTITUTION AND BY-LAWS

OF THE

CHURCH HOME SOCIETY

OF THE CITY OF BALTIMORE.

BALTIMORE:

PRINTED BY JOSEPH ROBINSON.

1857.

Wm. D. Burt
OFFICERS.

Visitor:
Rt. Rev. W. B. WHITTINGHAM, D. D., Ex-Officio.

Rector:
Rev. EDWARD R. TUTTLE, M. A.

President:
MRS. WHITTINGHAM

Vice-President:
MRS. NEILSON.

Treasurer:
MRS. S. A. MONTELL.

Secretary:
MISS BARNEY:

Recording Secretary:
MRS. JONES.

Managers:

St. Paul's:

- MRS. SWANN,
- MISS COOKE,
- MRS. HOUGH,
- MISS E. HOFFMAN,
- MRS. JACOB ALBERT,
- MRS. G. H. WILLIAMS.

Grace:

- MRS. WYMAN,
- MRS. WM. ALBERT,
- MRS. WOODVILLE,
- MISS ROGERS,
- MISS CARRIE HARRIS,
- MISS D. HOFFMAN.

Mt. Calvary:

- MRS. RICHARD NORRIS,
- MRS. JONES,
- MISS GALE,
- MRS. DIDIAS,
- MRS. McCULLOCH,
- MRS. W. DUVAL.

Emmanuel:

- MRS. CLARKE,
- MRS. W. KEY HOWARD,
- MRS. HENRY WILSON,
- MISS PRESTMAN,
- MRS. J. H. B. LATROBE,
- MRS. McKIM.

Matron:

MRS. KENNEDY.

Attending Physicians:

DR. F. DONALDSON, DR. R. ATKINSON.

REPORT.

In submitting this, our second annual report, to the "Congregational Societies" who have contributed to the support of the charity confided to our hands, we feel that it is due to them to say, that it has gone on steadily increasing in usefulness as it began, pursuing the even tenor of its way with little noise, and without much display before the world.

More than this—it has *taken root downward* in the hearts of Christian men and women, by giving many of us almost daily employment in devising ways and means to benefit Christ's suffering poor, in such way as would prove lasting in effect, and lead them into the path of righteousness and peace.

It has *sprung upward*, in letting the light of the Church's work be seen and known of men as the soul and life of our holy religion. The good done to our own souls, were sufficient cause of gratitude to our Heavenly Father for His blessing upon the institution all the while. But we feel that it is not too much to

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say, that this reflex influence upon ourselves has been shed abroad throughout the whole community. How much of this is due to the devotions of the poor saints, which have gone up from its walls, morning and evening,

“ Like incense to the skies,”

invoking the protection of the Almighty to rest upon them, that in going out and coming in, *His eye* would ever rest upon them for good, and for *our* blessing too, as His stewards? How many have been the secret prayers and aspirations of those who have passed by, and felt their faith strengthened in seeing a living example of religion, hitherto unknown among us,—we may never, never know here on earth. How many have been brought into the fold of the Church by this charity, who otherwise would have known it only on its dark side, we need not boast; but some have been led “ *to prize her heavenly ways,*” and to God alone belongs the glory and the praise.

We do not claim for the Home, that all has been done well, or for the best. Our experience, however, has cost us very little; and any mistakes we may have made, are not to be weighed for a moment with the results, which have been so satisfactory.

In order to a full and clear understanding of the work, it is not strange that some have formed wrong impressions of the working of the Home. It has

been said, that our charity was so expensive, that the inmates could be maintained at a first class hotel quite as cheaply. How absurd! Facts shew, that for twenty persons, (including salary of Matron, rent, &c.,) the expense will average only about \$100 each for a year. Not only so,—it was gravely predicted by a gentleman of many years, but of little faith, when called upon to subscribe to the building fund, that the opening of our institution would be the signal for emptying the almshouses of Philadelphia and New York upon us. Certainly, as reasonable an objection as we usually find is given, when the selfish Christian wants an excuse to refuse giving for Christ and the Church.

How stands the case? We find that each beneficiary is the representative, usually, of five or six dependent children and others, all of whom lean more or less upon the sick or needy person deserving aid. In other words,—to care for one really deserving person, the public has to support the whole family, who become pauperized by means of long continued dependence. Place the sick or afflicted one in the Church Home, and the other members then have no excuse for not exerting themselves to get a livelihood.

There have been in the Home, for divers periods during the year, 48. Died, 2; removed for situations, 42; discharged, 4; present number, 16.

Applications are being constantly made for the benefits of the institution; and if we could respond to a larger number of cases, by having greater accommodations, our expenses would be very little, if at all, increased, as many pay patients could be received, which now we are obliged to refuse for want of room.

The Rector, finding the Chapel discourses on Sundays could not entirely supply the personal needs of the class of persons found in the Home, and as well to benefit the invalids confined to their rooms, instituted weekly lectures for every Thursday morning—inviting the clergy generally, in rotation, to officiate. It is proving a great blessing to those who keenly feel their privation, from going up with the people of God to the house of prayer.

Of the inmates, 6 have been confirmed, 14 are communicants.

The object for which the Home was designed, (and for which subscriptions have been made,) was to provide an *Infirmery* for the sick members of the Church, and an *asylum* for the poor and the destitute,—for single persons out of employment, and, so far as practicable, for the wayfarer and the stranger.

During the past two years of its existence, its benefits have been dispensed to the needy of these four classes, but chiefly of the first two.

The most of the inmates were members of the Church—some were Methodists, Presbyterians, and Roman Catholics.

The expenses have been increased somewhat this year, on account of the rise in all articles of food, &c., and the need of paying a Matron.

The management of the Home, under supervision of the Trustees, (conjointly with the Rector,) is shared in by a committee of four (since increased to six) ladies from St. Paul's, Grace, Mount Calvary and Emmanuel Churches, who support the same. The Physicians, Drs. Donaldson and Atkinson, report fourteen cases as treated by them, two having died of consumption in its last stage.

Their services have been given this year as last, gratuitously.

Signed,

E. B. TUTTLE, *Rector*.

§- Applicants for admission will see page 21, Section 2, Article VIII.

Cash in hand last year,	\$635 85	1856.	Rev. Mr. Tuttle, sundry expenses,	\$13 63
Collection in St. Paul's Ch. Anniversary, ..	69 25	June.	House Rent, one quarter,	125 00
St. Paul's Church Home Society,	373 00	July.	House Expenses and Furniture,	138 05
St. Paul's Sewing Society,	150 00	"	Printing Reports,	23 65
Johns Hopkins, Esq., through Mrs. Swann, ..	50 00	Aug.	House Expenses,	50 00
Grace Church Home Society,	428 00	Sept.	"	63 20
" Sewing Society,	85 00	Oct.	House Rent,	125 00
Emmanuel Church Home Society,	139 75	Nov.	House Expenses,	96 00
St. Calvary " "	25 00	Dec.	House Expenses and Rent,	150 00
St. John's Church, Baltimore county,	50 00	1857.	"	186 57
Mr. Bryce, through Rev. Mr. Tuttle,		Jan.	"	161 67
Baltimore Board of Stock Brokers, through		Feb.	"	175 00
Wm. Woodville, Esq.,	100 00	March.	"	181 77
Mrs Dairymple, through Mrs. Wyman, ..	17 00	April.	"	202 67
Three Donations, \$5 00,	15 00	"	Paid Coal bill,	70 12
Board received for inmates,	171 83	May.	House Expenses and Rent,	168 50
Interest on money,	16 40	June.	"	162 00
			To balance,	282 95
				\$2,376 08
By balance,	\$282 95			

PREAMBLE.

WHEREAS, the Trustees of a charity of the Protestant Episcopal Church, did, on the 13th of October, 1855, call, at the building known as St. Barnabas' Chapel, a general meeting of the contributors to the Fund in furtherance thereof, in order that the charity might be duly organized in accordance with the wishes of the said contributors: and whereas, in the Report of the Trustees to the said meeting is contained the following paragraph, viz:—In brief, they propose that the Ladies of the several congregations interested in the work, shall, with the co-operation of the Rector, assume the entire charge of the establishment. And, in order to do this the more effectively, they recommend that in each congregation, favorable to the project, an Association be formed, with the consent of the Rector thereof, having its own officers, rules and modes of operation. That these Associations combined into a Central Association, likewise having its own officers: and that this latter be the Society known to the Trustees and the public as the Church Home Society, and have the entire management of the charity; and whereas, at said meeting of the contributors the following was adopted, viz:—Resolved, "That the Trustees are hereby requested to appoint a Rector and to open a House, provided this can be done without encroaching upon the permanent fund; and also to take such measures as to them may seem advisable for carry-

ing out the work as proposed in their Report." And whereas, on recommendation of the Rectors of St. Paul's Parish, and of Grace, Mt. Calvary and Emmanuel Churches, the Ladies of the said congregations, have formed Societies of the same, in accordance with the report of the Trustees, and have appointed severally six Ladies to form with those named by the other congregations a Central Society, in order to the entire management of the Charity; Therefore, resolved, that we the regularly named Delegates of the churches above mentioned, together with such others, as conforming to the conditions above named, are here present, do jointly organize ourselves into a Central Society under the following Constitution.

CONSTITUTION
OF THE
CHURCH HOME SOCIETY,
OF THE
CITY OF BALTIMORE.

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**ARTICLE I.**

This society shall be denominated the **CHURCH HOME SOCIETY** of the City of Baltimore.

**ARTICLE II.**

The object of this Society is to provide a temporary shelter for the poor and the friendless, a Home for the aged and infirm, and an infirmary for the sick members of our communion: and, as our means may allow, to relieve the want and suffering of these classes though not included in the same "Household of Faith."

**ARTICLE III.**

This Central Society, being formed by delegation of Congregational Societies, shall consist of as many members as the Primary Societies shall constitutionally appoint. On their present basis it shall be composed of six members chosen from each of these societies, and a major-

ity of these shall be a quorum for the transaction of business. And any congregation of the Protestant Episcopal Church, forming such Congregational Society, with the consent of the Rector thereof, and contributing to the temporary Fund, shall be entitled to a representation of six in this body.

#### ARTICLE IV.

The Officers of this Association shall consist of President, Vice President, Corresponding Secretary, Recording Secretary, and Treasurer, whose duties shall be specially provided for in the By-Laws. These Officers may be chosen from the Delegates or from the Congregational Societies, but in the latter case, none of them shall be considered as a manager or act as such, excepting the President, and in her absence, the Vice-President.

#### ARTICLE V.

The managing Body of this Society shall consist of not less than three members chosen severally from each of the Delegation representing the Congregational Societies. And it shall be lawful for this Society to appoint annually any number they may designate of their Body, to act as managers for the ensuing year.

#### ARTICLE VI.

All the Officers and Managers provided for by Article IV. and V. shall serve from one annual meeting to another, and, in case of death or resignation, their places shall be

filled at the next stated or special meeting thereafter. All elections of the permanent officers of the Society shall be on nomination and by ballot.

#### ARTICLE VII.

The Public Annual Meeting of the Society shall be held on St. Barnabas' Day, June 11th, (except when St. Barnabas' Day shall fall on Sunday,) when the Society shall make through its Secretary and Treasurer a full report of its proceedings to the Congregational Societies and the Trustees. Special meetings may be called by the President alone, or by a majority of the Delegates of any Congregational Society. But one week's notice must always be given of the time and place of such meeting.

#### ARTICLE VIII.

This Constitution may be amended at a special meeting called on one month's notice, the object being specified in the notice. But no amendment can be made unless two-thirds of the members are present and three-fourths thereof assent thereto. And no alteration touching the organic basis of the Charity, can be entertained unless the consent of a majority of the Trustees be given thereto in writing.

ARTICLE II.—*Duties of Officers.*

Sec. 1. The President shall preside over the meetings of the Board, reserve orders, appoint all special meetings not provided for in Article III., Section 1, and make a report of the condition of the Home at the annual meeting. She has no vote except in case of a tie. She shall adjourn the meetings when the business is done and appoint the hour and place of any special meeting. She shall furnish every officer of the Board of Governors with a printed copy of the Constitution and Laws of the Institution.

Sec. 2. In the absence of the President, the Vice-President shall perform the duties of the President.

Sec. 3. The Corresponding Secretary shall conduct all special meetings, receive all the correspondence, and a complete list of all the minutes of the Home, and a complete notice of the public annual meeting two weeks previous.

Sec. 4. The Recording Secretary shall keep a list of the proceedings at each meeting, and in all other ways not assigned to the Corresponding Secretary.

Sec. 5. The Treasurer shall take in charge all funds belonging to the Association, keep an account of receipts and expenditures, and pay all duly authorized drafts. At the public annual meeting she shall render particularly and correct statement of all her receipts and disbursements to the Association. She shall also submit a summary report to the Board at its annual meeting whenever called upon for that purpose.

Sec. 6. The Society shall through the managers for the time being with the co-operation of the Rector, have the control of the Home, and all its external arrangements.

BY-LAWS

OF THE

CHURCH HOME SOCIETY,

OF THE CITY OF BALTIMORE.

ARTICLE I.—*Meetings.*

SEC. 1. The private annual meeting of this Society shall be held on St. Barnabas' Day, June 11th, (except when St. Barnabas' Day shall fall on Sunday, in which case it shall be held on the next Tuesday thereafter) at 12 M., in such place as may be selected by the Board; at which meeting the reports of the officers shall be read, and the annual election of all officers shall take place.

SEC. 2. Stated meetings for the transaction of business shall be held on the first Monday of every month at the Home at 11 A. M.

SEC. 3. Special meetings shall also be held when deemed necessary.

SEC. 4. All meetings of the Board shall be opened with suitable devotions by the Rector of the Home or in his absence by the President.



ARTICLE II.—*Duties of Officers.*

SEC. 1. The President shall preside over the meetings of the Board, preserve order, appoint all special committees not provided for in Article III., Section 1, and make a report of the condition of the Home at the annual meeting. She has no vote except in case of a tie. She shall adjourn the meetings when the business is ended and appoint the hour and place of any special meeting. She shall furnish every officer of the Board of Governors with a printed copy of the Constitution and By-Laws of the Institution.

SEC. 2. In the absence of the President, the Vice-President shall perform the duties of the President.

SEC. 3. The Corresponding Secretary shall summon all special meetings, conduct all the correspondence, keep a complete list of all the inmates of the Home, and give public notice of the public annual meeting two weeks in advance.

SEC. 4. The Recording Secretary shall keep a minute of the proceedings of each meeting, and do all other writing not assigned to the Corresponding Secretary.

SEC. 5. The Treasurer shall take in charge all the funds belonging to the Association, keep an account of all receipts and expenditures, and pay all duly authorized drafts. At the public annual meeting she shall render a particular and correct statement of all her receipts and disbursements to the Association. She shall also exhibit a summary report to the Board at its stated meeting whenever called upon for that purpose.

SEC. 6. The Society shall through the managers for the time being with the co-operation of the Rector, have entire control of the Home and all its internal arrangements.

ARTICLE III.—*Duties of Managers.*

SEC. 1. At the first regular meeting after the adoption of the Constitution, and hereafter, at the first meeting after the annual meeting, this Society shall proceed to elect by ballot at least nine of their number to serve as managers for the ensuing year: the nominations for such to be made by a committee to be named by the President.

SEC. 2. Of these managers, two shall for the space of one month visit the Home not less than three times a week, inspect the condition of the household, make purchases, pay only all bills of their own contracting, and they shall have power to draw on the Treasurer to defray all current expenses; cause prompt assistance to be afforded in urgent cases, and make a full written report at the close of the month, when two others of the managers shall succeed them in the discharge of these duties. They shall serve in such order as they mutually agree upon.

ARTICLE IV.—*Duties of the Rector.*

SEC. 1. It is his office to see that the duties of the respective departments are properly performed, and that the regulations of the house are strictly observed; to afford, or cause to be afforded prompt assistance to all urgent cases until they can be acted upon by the managers.

SEC. 2. He is to be amenable to the Board of Trustees for the order and harmony of the establishment.

SEC. 3. It shall be the duty of the Rector to keep a record of, and report to the managers at their monthly meeting all subscriptions, donations, &c., coming through his hands. All contributions in money shall be promptly paid over to the Treasurer.

SEC. 4. It is likewise the duty of the Rector to present a report of the condition of the Home to the Board of Trustees at the Annual Meeting, which report is to be printed in the annual report of the Institution.

SEC. 5. He is also to preserve a correct record of the inmates, their class, and make a weekly report to the managers.

SEC. 6. He is to have entire charge of the religious duties and instruction of the household.

#### ARTICLE V.—*Duties of the Matron.*

SEC. 1. She shall reside at the Home. She is empowered to regulate the duties and conduct of the nurses and servants, which latter she shall appoint in regard to number, wages, &c., as the Managers and Rector shall approve. If possible, the nurses, servants, &c. shall be members of the Protestant Episcopal Church.

SEC. 2. The property of the Home, such as linen, beds, bedding and furniture, of which an accurate inventory shall be kept, shall be under her supervision and control, to be kept in good order.

SEC. 3. The kitchen, the preparations, and provisions for the house and the diet of the patients are under her superintendence, and the various accounts and details

appertaining to her office to be carefully kept and arranged for the monthly inspection of the managers.

SEC. 4. All provisions and supplies for patients or beneficiaries in health shall be given out by herself, and she shall see that such supplies be not appropriated except for the purpose intended.

SEC. 5. Articles of clothing or property belonging to the patients shall be labelled and kept in a proper place until their discharge.

SEC. 6. She shall go round the rooms at various times of the day to see that the nurses are attentive, the patients or inmates orderly, and that there is no waste of fuel, lights, and other necessaries.

SEC. 7. No visitors are permitted without her attendance, or the attendance of a suitable person delegated by herself or by the Rector, to ensure the fulfilment of all rules and orders from Physicians, for preventing the gifts of improper food to patients. She shall in the absence of the Rector see that the rules of the Household are observed, and report every infringement of the same to the managers of the month.

#### ARTICLE VI.—*Of the Infirmary.*

SEC. 1. Those cases which are considered by the medical advisers most necessitous, urgent and dangerous, and those which are most likely to admit of being relieved, are to have the preference in being received as patients.

SEC. 2. A security according to the form on the patient's permit, is to be signed by the person making ap-

plication for the patient, to remove the body from the Infirmary in case of death, or pay all funeral charges, that all unnecessary expense to the charity may be avoided.

SEC. 3. The following cases are inadmissible in the Infirmary. 1st. Those who have complaints to the cure of which other establishments are appropriated, as maniacs, &c. 2d. Cases of infectious or contagious diseases, and all cases after admission, which may in the opinion of the physicians develop the aforesaid objectionable features, are to be removed.

3d. Patients on becoming convalescent are to be discharged by the attending physician as soon as possible, that their places may be filled by some other afflicted person.

4th. Patients giving a wrong representation of themselves, their circumstances, their disorders, or otherwise to gain admission, and who, after being admitted, shall be found to have any disorder not considered proper for admission, are to be discharged.

ARTICLE VII.—*Of pay patients and inmates of the Home not in the Infirmary.*

SEC. 1. It being considered, that, in addition to the reception of patients in destitute circumstances, great benefit might arise from admitting such persons who may be able to pay for their boarding and accommodation while in the Infirmary, or whose friends are willing to do so, the regulations of the Institution provide for their reception at a moderate rate per week in the private rooms.

SEC. 2. Provision is also made under this arrangement, so that any church of our Communion in the city, not in connexion with this Society, and any benevolent society of the same may obtain admittance for persons under their care.

SEC. 3. Persons who pay, or for whom payment is made, are to be received only in accordance with the foregoing principles and regulations relating to the admission of patients.

SEC. 4. In all such cases at least two weeks board must be paid in advance, and a note of security given to the Rector for the faithful payment of the remainder, and, in case of death, for the removal of the body from the Infirmary.

ARTICLE VIII.—*Of free inmates of the Home or Infirmary.*

SEC. 1. No charity patient is to be continued longer than two months in the Infirmary, except upon the recommendation of the medical officers that a more lengthened period will essentially conduce to the patient's health. Exceptions to this rule are those cases of lingering disease where death is inevitable.

SEC. 2. The mode of admission shall be as follows: all applications must be made to the Rector or President, or to the managers for the month, whose duty it shall be, in case of application for admission to the Infirmary, to refer the case to one of the Physicians of the Society, who, if satisfied, shall give a certificate to that effect. The party may then be admitted, the Board of Managers assenting thereto. But persons wounded, or requiring

prompt assistance and medical treatment, may be admitted by the Rector at once, he reporting the case immediately to the managers of the month. Admittance in all other cases shall be granted by the majority of the Board of Managers, the Rector assenting thereto. The Managers shall not allow any inmate of the Charity to remain, if the Rector expresses the belief that the longer continuance of such will be to the detriment of the Institution.

ARTICLE IX.—*Of the Physicians.*

The Managers, conjointly with the Rector, shall appoint the Physicians to the Home, who shall have the entire charge of the health of the inmates. They must be communicants of the Church.

ARTICLE X.—*Of Religious Services.*

All the religious services and teaching of the Home shall be those of the Protestant Episcopal Church, and shall be as provided for in Article IV., Section 7, and it shall be the duty of all the inmates to conform to, and receive the same under the direction of the Rector.

ARTICLE XI.—*Of the Chapel and the Schools.*

As the Rector is acting under the appointment of the Board of Missions, it is hereby declared that neither the Trustees nor the Society claim any control or direction of such duties, as, by agreement, are performed under the care of that Body. And, among such, they specify public religious worship in the chapel, the care and con-

trol of the Mission Schools, and the attendance and relief of the poor and the sick out of the walls of the Institution.

ARTICLE XII.

There shall be a common table at the Home, at which all its officers and inmates shall take their food, excepting only those in the sick ward, and likewise those, at the discretion of the Rector, whose condition or habits are offensive.

ARTICLE XIII.

SEC. 1. The days of visiting are Tuesday and Friday, between the hours of 10, A. M., and 4, P. M. Exceptions to this rule are made in favor of strangers, and persons whose friends are dangerously ill.

SEC. 2. No visits are allowed on the Lord's day, except in cases of extreme illness, the necessity of a day of rest and quiet for the nurses being a sufficient reason for the rule.

SEC. 3. Visitors are requested not to protract their visits to an unnecessary length, as the patients are often seriously injured, instead of being benefitted thereby.