

Jan. 30th., 1939.

The first meeting of the new vestry of Christ Church ~~at~~ elected at the congregational meeting of the Church on Jan. 16th., was held in the Parish House of the Church this evening at eight o'clock. There were present the Associate Rector, Mr. McCloud and sixteen members of the Vestry. The meeting was opened with a brief prayer service by Mr. McCloud who also acted as temporary Chairman... with T.R. LeSueur temporary Secretary.

The vote was canvassed and the Secretary announced ~~a~~ that a quorum was present.

The Chair advised that the first order of business was the organization of the Vestry.

The following officers were unanimously elected for the ensuing year;

Chas. E. Martin, Sr.,	Sr. Warden,
Wm. H. Lambeth,	Jr. Warden,
Douglas M. Wright,	Treasurer,
Thos. R. LeSueur,	Secretary,

The Senior Warden then took the Chair as permanent Chairman of the meeting.

Upon the Chair's call for reports, the Treasurer read his report for the month of December and also for the ~~the~~ year 1938. These reports are attached and made a part of these minutes, of course after being duly approved.

Mr. ~~W~~ Wright also submitted a report ~~submit~~ for the year 1938 made by the Auditors of the Episcopal Endowment Corp.'s condition etc. Your secretary has ~~the~~ report on file.

Messrs Martin, Tupper and Wright delegates to the Diocesan Convention made oral reports.

Mr. Martin read a letter from Bishop Maxon and Bishop Coadjutor Dandridge relative to the Missionary Budget of the Diocese .. copy of which is made a part of these minutes? It was moved, duly seconded and carried that the letter should be filed and given our new Rector, Rev. Thomas N. Carruthers, upon his arrival for attention.

The Treasurer spoke regarding the necessity of revising the proposed budget for 1939. He submitted a estimate of the expenses of the Church and also of the receipts which might be expected. It was moved and unanimously carried that the budget should be revised accordingly. The estimates referred to are made a part of these minutes.

It was moved and carried that Dr. McKinstry's salary for the month of January should be paid in full.

The matter of salary of the Church Secretary was here discussed. It was moved and carried that her salary should be \$90.00 per month but that the continued employment of Mrs. Elizabeth Wilson as Secretary should be contingent upon the wishes of the new Rector.

Mr. McCloud made an oral report and referred especially to the issue of "Forward Day by Day" booklets. He asked for instructions as to issuing the next copies. It was moved and carried that the next issue should be mailed as usual.

The Chair named the following committee to arrange a reception for Rev. and Mrs. Carruthers to welcome them to Christ Church: Gale, Brown and Henkel. It was agreed that the reception should be on the evening of Feb. 20th. The matter of invitations was discussed at length but upon ~~xxx~~ motion duly carried was left to the reception committee... with power to act.

Mr. Tankard, Acting Custodian of Property, spoke regarding certain improvements needed in the Parish House and practically demanded by the Ladies ~~xxx~~ Auxiliary ... a new stove, Refrigerator, painting etc. Moved and carried that the matter be referred to the Finance Committee with power to act.

Mr. Wright spoke relative to unpaid pledges. Moved and carried that this matter be referred to the Finance Committee for suggestions.

A motion to adjourn prevailed.

T.R. LeSueur, Secretary.

REPORT OF TREASURER OF CHRIST CHURCH
MARCH - 1939

RECEIPTS:

Collected on 1938 pledges	\$ 74.82
" " 1939 "	1,314.87
Early service	10.38
Communion Alms	29.01
Loose offering	110.56
St. Andrews for Mr. McCloud	53.75
St. Johns for quota	12.50
" " " Mr. Gates	121.08
Diocese of Tenn. for St. Johns	111.08
Insurance rebate	8.40
Borrowed from American Nat'l Bank	800.00
Income, Robinson Memorial Fund	106.25
" " General Endowment "	53.75
" " Ida Belle Wilson "	7.99
" " W. R. Cole "	<u>108.50</u>

	2,922.94
Balance on hand 2-28-39	<u>188.32</u>
	\$ 3,111.26

DISBURSEMENTS:

Rectory rental	\$ 85.00
Rector's salary	525.00
Asso. " "	224.16
Asst. " "	155.00
Parish Sec. "	90.00
Janitors- Church cleaning	130.55
Pension Fund assessment	122.65
Choir	<u>300.00</u>
Lighting	66.95
Insurance	1.35
Communion Alms to Rector	29.01
Mrs. O.H. Wilson, Treas. St. Luke's	106.25
Bishop & Council on quota	100.00
Auto expense	32.44
Printing & stationery	106.98
Postage & Office expense	26.46
Equipment	464.05
Repairs	111.90
Interest	51.70
Episcopal Endowment Corp. for Cole Fund corpus	115.92
American Nat'l Bank, General Endowment Fund	53.75
Wilson Simmons, treas. - Wilson Fund income	7.99
Bishop & Council- St. Johns quota	12.50
Young Peoples Service League	20.00
Asst. Treasurer	25.00
Breakfast on March 12th	10.33
Reception expense	8.00
Petty cash advance	5.24
Miscellaneous	3.70
Fuel	<u>24.33</u>

	\$ 3,016.21
Balance on hand 3-31-39	<u>95.05</u>
	\$ 3,111.26

March 13, 1939.

The regular monthly meeting of the Vestry and Council of Christ Church was held in the Parish House this evening at eight o'clock. There were present, the Rector Mr. Carruthers, Mr. McCloud the Associate Rector, members of the Vestry and members of the Council.

The meeting was opened with a brief prayer service by the W. McCloud Rector who also acted as chairman with Mr. Sewell Brandau Acting Secretary.

Roll call indicated that a quorum was present and the meeting in position to transact business.

The Chair then called for reports.....

Rector's report ... Mr. Carruthers made an oral report.
Associate Rector's report.... Mr. McCloud made no report.
Sr. Warden ... Mr. Martin was not present.
Jr. Warden ... Mr. Lambeth had no report to make.
Treasurer..... Mr. Wright submitted a written report for the Month of February which was duly approved and ordered spread upon the minutes which will be done as soon as a copy is received by your secretary.
Custodian of Property ... Mr. Tankard was not present.
Treasurer Church School .. Mr. Simmonds was not present.
Supt. Church School Mr. Thos. O.H. Smith made an oral report advising that the attendance was increasing and emphasized the need of teachers for the boys classes.

Finance Committee Mr. made an oral report and advised that the pledges for 1939 exceeded those of 1938 about ten percent.

Endowment Committee ... no report.

Urshers Committee ... No report ... not yet organized.

Music Committee Mr. made an oral report.

Young Peoples Service League ... no report.

Men's League Mr. Stated that plans were being made and a meeting would soon be ~~held~~ held.

Your secretary corrects himself from the notes furnished him it develops that the Treasurer of the Church School was present, read his report which was duly approved and will be made a part of these minutes as soon as a copy is furnished him.

Under the heading of new business, the Rector advised that he had appointed the following committees for the year 1939; (see addendum attached)

It was moved seconded and unanimously carried that the Easter offering should be applied on the Apportionment.

A letter from Dr. Thos. C. Barr relative to the ^{Post}/Madras Teams was read and upon motion duly seconded and carried the matter was left to the Rector with power to act with the understanding that not over \$25.00 would be contributed. Your secretary has

since been advised that the contribution was \$15.00.

A letter from Bishop Maxon relative to the Mite Box Offering was read. It was moved seconded and carried that same should be applied on the Church's quota.

The Rector spoke very feelingly of his appreciation of the hospitality shown him upon his arrival here to become Rector of this Church. He also urged members of the Vestry and Council to contact Episcopal students in our City, take them to Church on the 5th., Sunday in Lent and have them in their homes for Sunday Dinner. A motion to that effect prevailed.

The Rector asked that a plan be worked out looking to the meeting and welcoming strangers who see fit to attend our services.

Upon motion duly seconded a carried, the meeting then adjourned.

T. R. LeSueur, Secretary.

Nashville, Tenn. April 10, 1939.

The Regular monthly meeting of the Vestry and Council of Christ Church was held in the Parish House this evening at eight o'clock. There were present the Rector, Mr. Carruthers, the Associate Rector, Mr. McCloud and the assistant Rector, Mr. Gates.. 13 members of the Vestry and 13 of the Council. The meeting was opened with a brief prayer service. After roll call and it was indicated that a quorum was present, the Rector as Chairman with T.R.LeSueur, Secretary, called for reports.

Associate Rector ... Mr. McCloud made an oral report.
Assistant Rector ... Mr. Gates made an oral report.
Sr. Warden Mr. Martin made a brief oral report.
Jr. Warden Mr. Lambeth was out of the city.
Treasurer Mr. Wright read his report and copy is attached and made a part of these minutes.

Mr. Wright stated that while \$1800.00 had been asked for the Easter offering only \$911.54 had been received. Upon motion duly seconded and carried, Mr. Wright's report was approved and ordered spread upon the minutes of this meeting.

Property Custodian ... Mr. Tankard was not present and no report was submitted.

Supt. Church School ... Mr. Thomas O.H. Smith made an oral report ... stating that the attendance of the School was holding up nicely ... that Mr. Farmer had agreed to take one of the boy's classes, but that one more teacher was needed.

Treasurer Church School ... Mr. Simmonds read his report and copy is attached.

Finance Committee ... Mr. Vernon Tupper made no report.

Social Service ... Dr. Wilson made an oral report, a very interesting one. He referred especially to the wonderful work Miss. Wood was doing at St. Lukes.

Endowment Committee ... Mr. George Hillman stated that there had been no recent meeting of his committee, but that the Endowment Fund now amounted to approx. \$50,000. He asked for suggestions from the meeting as to what steps should be taken to increase the fund. A number of suggestions were made but no formal action taken.

Music Committee .. Mr. Mitchell made an oral report and he and his committee were complimented upon the beautiful Easter music.

Young Peoples Service League ... Mr. Rose was not present. No report.

Christian Education ... Mr. Warren Brown ... no report.

St. John's Mission Old Hickory ... Mr. LeSueur, Chr. made no report as Mr. Gates oral report covered the situation

Men's League ... Mr. Howard made an oral report.

Urged the attendance of as many as could do so at the Bishop Maxon's dinner on the 24th. (May your Secretary be permitted to state that this was a wonderful meeting every available chair was filled on the top floor of the Chamber of Commerce Building a wonderful dinner was served and Bishop Maxon, at his best, made a very stirring address as to the possibilities at Old Hickory. There were present not less than 35 members of St. Johns. The necessity of building a church was emphasized and the Bishop stated that he wanted to be the first to contribute \$100.00 for that purpose.)

Publicity.... No report.

Memorials ... No Report.

Student Activities ... Mr. Stokes made an oral report.

Under the heading of new business ... Mr. Vernon Tupper read a letter from the presiding Bishop The Rt. Rev. Tucker, relative to the ~~missionary~~ missionary work of the Church in which it was ~~stated~~ stated that \$300,000.00 was needed.... and that assistance was needed.... from our Church. Mr. Granbery moved that the matter be put before the Congregation through the Church's Bulletin that letters be written to the Congregation and that all due publicity be given the matter. Seconded and carried. It was moved, seconded and carried that these collections on the 2nd., Sunday in May should be devoted to Bishop's Tupper's appeal.

Mr. Wright read a letter from the Church Property Fire Insurance Corp., relative to the Insurance on the Church property..... on motion duly seconded and carried, the matter was referred to the Finance Committee.

Mr. Granbery stated that he thought that the matter of electric light rates should be taken up with the Tenn. Elec. Power Company in view of the high bills the Church is now paying. Mr. Granbery was appointed a committee of one to look into the matter.

The Rector stated that the Church Bulletin is at present being mailed under certain Postal Regulations and that Government permission must be obtained to discontinue its publication during two months in the Summer and that it will cost \$10.00 to obtain this permission. It was moved, seconded and carried that the Rector be authorized to so arrange.

The Rector made an oral report as to the Church's prospects, the increase in attendance, his hope and belief in the future etc. He stated that 855 had received communion on Easter Sunday ... the attendance was well over 1000 and that the Bishop confirmed 46

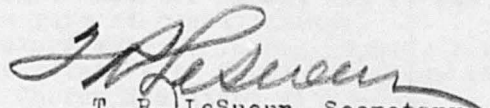
The rector in this oral report stated that he felt that several things were necessary The number carrying on the work of the Parish should be increased. There should be more visiting among the members of the Parish... and especially on the new comers. The Young Peoples Service League program should be given serious consideration. That the Young Peoples Service League needs four or five couples to act as ~~members~~ councillors.

The Rector suggested that a large accolite class should be organized and the members should be taught their duties. The whole idea being that the young men of the Church should be given something to do.

The Rector also stated that the thought that the Church should be kept open all day every day ... and stated that what may be lost through theft would be more than be gained.

A motion to leave this matter to the Rector prevailed.

There being no other business to come before the meeting a motion to adjourn was carried.


T. R. LeSueur, Secretary.

Nashville, Tenn. May 8, 1939.

The regular monthly meeting of the Vestry and Council of Christ Church was held in the Parish House this evening at eight o'clock. There were present the Rector, Mr. Carruthers, the Associate Rector, Mr. McCloud, twelve members of the Vestry and nine of the Council. The meeting was opened with a short prayer service conducted by Mr. McCloud. After roll call and it was shown that a quorum was present, the Rector acting as Chairman called for ~~minutes~~ the minutes of the previous meeting. The minutes were read by the Secretary and approved. Reports were then called for:

Rectors Report follows later.
Associate Rector .. Mr. McCloud made an oral report.
Assist. Rector Mr. Gates not present. Out of City.
Sr. Warden Mr. Martin out of city.
Jr. Warden Mr. Lambeth had no report to make.
Treasurer Mr. Wright made his report and it was duly approved and a copy is made a part of these minutes.
Property Custodian. Mr. Tankard made no formal report, but requested that various small items relative to Church property and upkeep should be delegated to the Church Secretary with power to act and that larger matters be submitted to the Finance Committee.. for instructions. A motion to that effect was made and carried.
Supt. Church School... Mr. Smith made no report.
Treas. Church School . Mr. Simmonds read his April report and copy is attached and made a part of these minutes.
Finance Committee; No report.
Social Service..... No report.
Mens' ClubMr. Howard made an oral report which required no formal action.
Music Committee ... No report.
Old Hickory.../... No report.
Ushers Mr. Lambeth, Chairman made an oral report and stated that he had a splendid line-up which was functioning 100%.
Publicity No report.

The matter of the increase in the Electric Bills since the the new lighting fixtures were recently ~~installed~~ installed was here brought up and upon motion duly seconded and carried referred to the Custodian and Mr. Granberry with power to act.

Under the heading of New Business the following matters were presented;

Mr. McCloud was granted leave for the 7, 8 and 9th., of June.... at his request.

Mr. Carruthers here made his report ... and oral one.... he referred to the Summer Meetings of the Vestry and Council ... and stated that the June meeting would be held. He read a letter from Bishop Tucker relative to additional funds needed (a copy of this letter was not available to your Secretary) and stated that he had pledged Christ Church in the amount of \$100.00. His action was duly approved.

Mr. Carruthers also stated that he had received a most generous offer from Mr. and Mrs. Arthur Henkle to place a splendid bulletin board to be placed in the front of the Church

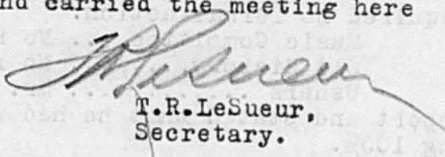
It was moved and unanimously carried that Mr. and Mrs. Henkle's offer should be accepted and a vote of thanks from the Vestry and Council be tendered them.

Mr. Carruthers also referred at length to the work of the Mens' club and the importance of same. He also stated that he felt that it was very necessary that a ~~Director~~ director of Religious Education should be employed .. one who could give all of his or her time to the work and that the Director should work in close cooperation with the other units of the Church especially the Young Peoples Service League. He stated that he had no one in mind for the position as yet but has done some investigating and realized that nothing could be done until the financial situation of the Church was cleared up. Thinks that some one should be employed who lives in the city ... feels that a new group should be built up from the young people of the Church.... thinks that a capable person can be had for \$1500. to \$1800. per year.

It was moved seconded and carried that a Committee be appointed by the Chair to give the matter close study and bring in recommendations at some future meeting of the V & C. The Chair appointed the following Committee;

Mr. Chas. S. Martin, Chairman,
Mr. Warren Brown,
Mr. Thos. O.H. Smith,
Mr. W.H. Lambeth,
Dr. Gus Dyer.

Upon motion seconded and carried the meeting here adjourned.


T.R. LeSueur,
Secretary.

Nashville, Tenn., June 12, 1939.

The regular monthly meeting of the Vestry and Council of Christ Church was held in the Parish House of the Church this evening at eight o'clock. There were present the Rector, Mr. Carruthers, thirteen members of the Vestry and ten of the Council. The meeting was opened with a short prayer service conducted by the Rector who also acted as Chairman with T.R. LeSueur, Secretary. After roll call and it was shown that a quorum was present, the chair called for the minutes of the previous meeting. The minutes were read by the secretary and approved. The chair then called for reports.

Rector's report follows later.
Associate Rector ... Mr. McCloud was not present.
Assist. Rector ... Mr. Gates was not present.
Sr. Warden Mr. Martin made an oral report. He referred to the recent meeting of the Endowment Committee and among other things advised that the Finances ~~of the~~ were in good condition.
Jr. Warden Mr. Lambeth made no report.
Treasurer's report.. Mr. Wright read his report for the month of May and same was duly approved.
Property Custodian . Mr. Tankard Read his report for the month of May and same was duly approved.
Treasurer Church School ... Mr. Simmonds read his report for May and same was duly approved.

Committee Reports: Mr. Granberry was not present but the meeting was advised that as a special Committee of One, ~~XXXXXX~~ to contact the Tennessee Electric Power Co., relative to the apparent excessive light bills since the new lighting system was installed, he had succeeded in obtaining a refund of \$38.15.

Men's Club Mr. Howard made an oral report.

Supt. ~~XXXXXX~~ Church School ... Mr. Smith made an oral report and stated that the School would be closed during the Summer from the second Sunday in June until the second Sunday in September.

It was moved, seconded and unanimously carried that a vote of thanks be tendered Mr. Tankard for the splendid work he is doing for the Church as Property Custodian.

~~XXXXXXXXXXXXXXXXXXXX~~

Unfinished business .. None.

New Business Mr. Carruthers made an oral report. He advised that the Acolyte Guild would need Vestments, but he did not know what they would cost. He also stated that more room was needed for the Church School and suggested certain space which might be used.

It was moved, seconded and unanimously carried that the Rector should be authorized to purchase material for the Vestments for the Acolyte Guild and to make small expenditures necessary to make more room for the Church School.

Mr. Martin extended an invitation to the Vestry and Council to hold the July meeting at his residence. Mr. Martin's invitation was greatly appreciated and upon motion duly seconded and unanimously carried, accepted.

Upon motion duly carried, the meeting adjourned.

[Signature]
Secretary.

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Nashville, Tenn., July 10-'39

The regular monthly meeting of the Vestry and Council of Christ Church was held at the residence of the Senior Warden Mr. Charles S. Martin in Acklin Park this evening at 8 o'clock. There were present the Rector, Mr. Carruthers, the associate Rector, Mr. McCloud, ten members of the Vestry and nine of the Council. A quorum being present the meeting was opened with a prayer by the Associate Rector.... The rector acting chairman called for the minutes of the last previous meeting and same were read by the Secretary and approved. The Chair then called for reports.

The Rector's report follows later. The Associate Rector had no report to make. Senior and Junior Wardens.. no reports. Church Treasurer, Mr. Wright read his report for the month of June.. same was duly approved and is made a part of these minutes. Mr. Wright here referred to the late Mr. John A. Baxter's will in which Christ Church Endowment Fund was one of the beneficiaries and stated that Mr. Chas. H. Wetterau, executor for the Estate had filed a bill seeking authority to close the estate after proper distribution had been made. A copy of Mr. Laurence B. Howard's answer to the bill, acting for Christ Chnuch, is made a part of these minutes. Mr. Howard's action was unanimously approved.

Mr. Wright read a letter (dated June 19, 1939) from Mr. S.C. Linton relative to the addressograph work which had been done ~~frax~~ for several years for the Church by the Addressograph Department of his Company and charged to his personal account. Mr. Linton's letter is attached and made a part of these minutes.

Property Custodian ...Mr. Tankard made an oral report and stated that a complete one would be made at the next meeting.

Rector's Report; Mr. Carnuthers made an oral report. His report referred especially to certain changes which he thought should be made in the Church School in order to furnish more space. He told how more space could be made available. He also stated that the matter had been discussed with Mr. Donald Southgate and the estimated cost of making the changes was \$3355.00. but that this estimate did not include any painting.

It was moved, seconded and unanimously carried that a committee composed of the Treasurer, Chairman of the Finance Committee, The two wardens and the Property Custodian, as Chairman be appointed to go into the matter and be authorized, if necessary to borrow money and make the changes suggested by Mr. Carruthers and that the Committee be limited to \$4000.

Mr. Vernon Tupper offered a resolution relative to Chas. S. Martin's the Senior Warden recent Birthday expressing the best wishes, love and appreciation of the Church for Mr. Martin. Mr. Tupper's resolution was unanimously adopted.

Mr. Carruthers stated that he thought we should have our own addressograph and that he was now trying out a used one which could be bought for \$251.00. He was authorized to purchase the machine if he thought it would be satisfactory.

It was moved, seconded and unanimously carried that a

vote of thanks be tendered Mr. Linton for the services he had rendered the Church especially in regard to the ~~xxx~~ addressograph work he had had done at his own expense for several years.

Mr. Martin moved that Mr. Sawyers' bill for addressograph work done by him for the month of May and a portion of June as referred to in Mr. Linton's letter, be paid ... duly seconded and unanimously carried.

Mr. Vivian Lupper here brought up the matter of fans for the Church. It was moved and carried that the matter be referred to the Custodian with power to act.

The matter of renewing the lease on the Rectory was discussed. It was moved and carried that if the Rectory was satisfactory to Mr. and Mrs., Carruthers that the matter of renewing the lease should be left to the Junior Warden, Mr. Lambeth, with power to act, but that the rental should not be over \$85.00 per month and that if the lease could not be renewed accordingly, the matter be referred to the Finance Committee with power to act.

It was moved and carried that the next meeting of the Vestry and Council should be on the second Monday in September.

On motion seconded and carried the meeting adjourned.

J. H. Lupper Secretary.

Where as - as its regular meeting on July 10th, 1939 - the following resolution was passed to wit"

"It was moved, seconded and unanimously carried that a committee composed of the Treasurer, Chairman of the Finance Committee, the two Wardens and the property Custodian as Chairman be appointed to go into the matter (i.e., of Parish House Improvement) and be authorized if necessary to borrow money and make the changes suggested by Mr. Carruthers and that the Committee be limited to \$4,000.00."

And where as - a strict interpretation of the above resolution would have required the signatures of the entire Committee on any note or notes to be executed on behalf of the Parish;

Be it resolved that the action of the Treasurer in executing a note on behalf of the Parish in the sum of \$3,000.00 on September 15th be ratified and approved and that the Treasurer be given authority to borrow an additional \$1,000.00 to complete payment on expenses incurred in connection with the original motion.

REMODELING CONTRACT: CHRIST EPISCOPAL CHURCH: NASHVILLE: TENN.

DONALD W. SOUTHGATE

ARCHITECT A. I. A.
NASHVILLE TRUST BUILDING
NASHVILLE, TENN.

TREASURER'S COPY.

THIS AGREEMENT MADE THE TWENTY SECOND DAY OF JULY IN THE YEAR NINETEEN HUNDRED AND THIRTY NINE BY AND BETWEEN J. F. HOLT, DOING BUSINESS UNDER THE NAME OF W. F. HOLT & SONS, OF NASHVILLE, TENN., HEREINAFTER CALLED THE CONTRACTOR, AND J. O. TANKARD, ACTING SOLELY IN HIS OFFICIAL CAPACITY AS CHAIRMAN OF THE REMODELING COMMITTEE OF AND FOR CHRIST EPISCOPAL CHURCH, OF NASHVILLE, TENN., HEREINAFTER CALLED THE OWNER,

WITNESSETH, THAT WHEREAS THE OWNER INTENDS TO ERECT INTERIOR ALTERATIONS WITHIN HEREIN DESIGNATED PORTIONS OF HIS RELIGIOUS EDUCATION BUILDING ON NINTH AVENUE, NORTH, NASHVILLE, TENN.,

NOW, THEREFORE, THE CONTRACTOR AND THE OWNER, FOR THE CONSIDERATIONS HEREINAFTER NAMED, AGREE AS FOLLOWS:-

ARTICLE 1. THE WORK TO BE DONE AND DOCUMENTS FORMING CONTRACT;

THE CONTRACTOR AGREES TO PROVIDE ALL THE LABOR AND MATERIALS AND DO ALL THINGS NECESSARY FOR THE PROPER CONSTRUCTION AND COMPLETION OF THE WORK SHOWN AND DESCRIBED ON DRAWINGS BEARING THE TITLE "PLANS FOR REMODELING RELIGIOUS EDUCATION BUILDING OF CHRIST EPISCOPAL CHURCH, NASHVILLE, TENN.", DATED EVEN DATE HERewith, AND IN THE SPECIFICATIONS HEREINBELOW INCORPORATED.

THE SAID DRAWINGS AND SPECIFICATIONS AND THE GENERAL CONDITIONS OF THE CONTRACT (THE STANDARD A.I.A. 1937 FORM HEREIN REFERRED TO), TOGETHER WITH THIS AGREEMENT, CONSTITUTE THE CONTRACT.

THE SAID DRAWINGS AND SPECIFICATIONS HAVE BEEN PREPARED BY DONALD W. SOUTHGATE, NASHVILLE, TENN., THEREIN AND HEREINAFTER CALLED THE ARCHITECT.

ARTICLE 2. CHANGES IN THE WORK;

THE OWNER, THROUGH THE ARCHITECT, MAY FROM TIME TO TIME, BY WRITTEN INSTRUCTIONS OR DRAWINGS ISSUED TO THE CONTRACTOR, MAKE CHANGES IN THE ABOVE NAMED DRAWINGS AND SPECIFICATIONS, ISSUE ADDITIONAL INSTRUCTIONS, REQUIRE ADDITIONAL WORK OR DIRECT THE OMISSION OF WORK PREVIOUSLY ORDERED, AND THE PROVISIONS OF THIS CONTRACT SHALL APPLY TO ALL SUCH CHANGES, MODIFICATIONS AND ADDITIONS WITH THE SAME EFFECT AS IF THEY WERE EMBODIED IN THE ORIGINAL DRAWINGS AND SPECIFICATIONS. SINCE THE COST OF ALL SUCH CHANGES, MAY, HOWEVER, AFFECT THE GUARANTEED MAXIMUM COST HEREINAFTER STIPULATED, NO SUCH CHANGE ORDERS SHALL BE MADE VALID WITHOUT A DETERMINATION OF WHETHER OR NOT THE SAID GUARANTEED MAXIMUM SHALL BE CORRESPONDINGLY INCREASED SHOULD SUCH CHANGES INVOLVE INCREASED WORK. SHOULD SUCH CHANGES, IF OCCURING, AFFECT SAID MAXIMUM THEN THE AMOUNTS OF SAID INCREASES SHALL BE AGREED UPON AT THE TIME OR TIMES AND MADE A PART OF SUCH CHANGE ORDERS.

ARTICLE 3. CONTRACTOR'S DUTIES, STATUS AND GUARANTEE.

THE CONTRACTOR RECOGNIZES THE RELATIONS OF TRUST AND CONFIDENCE ESTABLISHED BETWEEN HIM AND THE OWNER BY THIS AGREEMENT. HE

COVENANTS WITH THE OWNER TO FURNISH HIS BEST SKILL AND JUDGEMENT AND TO COOPERATE WITH THE ARCHITECT IN FORWARDING THE INTERESTS OF THE OWNER. HE AGREES TO FURNISH EFFICIENT BUSINESS ADMINISTRATION AND SUPERINTENDENCE AND TO USE EVERY EFFORT TO KEEP UPON THE WORK AT ALL TIMES AN ADEQUATE SUPPLY OF MATERIALS AND CAPABLE WORKMEN, AND TO SECURE ITS EXECUTION IN THE BEST AND SOUNDEST WAY AND IN THE MOST EXPEDITIOUS AND ECONOMICAL MANNER CONSISTENT WITH THE INTERESTS OF THE OWNER.

ALTHOUGH THIS IS A "COST-PLUS-CONTRACT", UNDER TERMS HEREINAFTER SPECIFICALLY SET FORTH, THE CONTRACTOR AGREES AND GUARANTEES THAT THE TOTAL COST OF THE PROJECT TO OWNER, UNLESS MODIFIED UNDER ARTICLE 2, HEREOF, SHALL NOT EXCEED

THIRTY THREE HUNDRED FORTY EIGHT AND 62/100 DOLLARS (\$3,348.62);

IN OTHER WORDS THIS SAID SUM (\$3,348.62) SHALL BE GUARANTEED BY CONTRACTOR AS THE MAXIMUM SUM MADE PAYABLE BY OWNER TO CONTRACTOR, UNLESS MODIFIED IN WRITING AS ABOVE NOTED; AND THAT THE METHODS HEREINBELOW DESCRIBED FOR ARRIVING AT SUMS MADE PAYABLE SHALL BE SO LIMITED IN THE TOTAL AGGREGATE.

ARTICLE 4. FEE FOR SERVICES. THE CONTRACTOR SHALL NOT INCLUDE

IN CONSIDERATION OF THE PERFORMANCE OF THE CONTRACT, THE OWNER, EXCEPT AS LIMITED BY ARTICLE 3, HEREOF, AGREES TO PAY THE CONTRACTOR, IN CURRENT FUNDS, AS COMPENSATION FOR HIS SERVICES HEREUNDER A FEE CALCULATED AT A RATE OF TEN PERCENTUM (10%) OF ALL COSTS PROPERLY INCURRED BY THE CONTRACTOR IN THE EXECUTION OF THE CONTRACT. SAID 10% FEE SHALL BE CALCULATED AND PAID ON "OVER-HEAD" COSTS AS WELL AS ON ACTUAL COSTS. ALL RECOGNIZABLE COSTS SHALL BE AS DEFINED IN ARTICLE 5, HEREOF.

ARTICLE 5. COSTS TO BE REIMBURSED.

THE OWNER, EXCEPT AS LIMITED BY ARTICLE 3, HEREOF, AGREES TO REIMBURSE THE CONTRACTOR IN CURRENT FUNDS ALL COSTS NECESSARILY INCURRED FOR THE PROPER PROSECUTION OF THE WORK AND PAID DIRECTLY BY THE CONTRACTOR, SUCH COSTS TO INCLUDE THE FOLLOWING ITEMS, AND TO BE AT RATES NOT HIGHER THAN THE STANDARD PAID IN THE LOCALITY OF THE WORK EXCEPT WITH PRIOR CONSENT OF THE OWNER:

- (A) ALL LABOR DIRECTLY ON THE CONTRACTOR'S PAYROLL;
- (B) MATERIALS, SUPPLIES, CONSUMABLE EQUIPMENT AND TRANSPORTATION REQUIRED FOR THE PROPER EXECUTION OF THE WORK.
- (C) THE AMOUNTS OF ALL SUBCONTRACTS, PROVIDED, HOWEVER, THAT ALL SUBCONTRACTS SHALL HAVE BEEN GIVEN OWNER'S WRITTEN APPROVAL PRIOR TO AWARD BY CONTRACTOR.
- (D) PREMIUMS ON ALL INSURANCE POLICIES AND BONDS REQUIRED, OTHER THAN STATUTORY PUBLIC LIABILITY AND WORKMEN'S COMPENSATION INSURANCE, IF REQUIRED BY OWNER UNDER TERMS OF ARTICLE 2, HEREOF, THE PRORATA OF STATUTORY INSURANCE COSTS AS APPLIED TO THIS PROJECT, AND THE AMOUNTS OF STATUTORY TAXES ON PAY ROLLS.
- (E) PERMIT FEES, ROYALTIES, DAMAGES FOR INFRINGEMENT OF PATENTS, AND COSTS FOR DEFENDING SUITS THEREFOR AND FOR DEPOSITS LOST FOR CAUSES OTHER THAN THE CONTRACTOR'S NEGLIGENCE.

(F) LOSSES AND EXPENSES, NOT COMPENSATED BY INSURANCE OR OTHERWISE, SUSTAINED BY THE CONTRACTOR IN CONNECTION WITH THE WORK, PROVIDED THEY HAVE RESULTED FROM CAUSES OTHER THAN THE FAULT OR NEGLIGENCE OF THE CONTRACTOR. SUCH LOSSES SHALL INCLUDE SETTLEMENTS MADE WITH THE WRITTEN CONSENT AND APPROVAL OF THE OWNER. NO SUCH LOSSES AND EXPENSES SHALL BE INCLUDED IN THE COST OF THE WORK FOR THE PURPOSE OF DETERMINING THE CONTRACTOR'S FEE, BUT IF, AFTER A LOSS FROM FIRE, FLOOD OR SIMILAR CAUSE NOT DUE TO THE FAULT OR NEGLIGENCE OF THE CONTRACTOR, HE BE PUT IN CHARGE OF RECONSTRUCTION, HE SHALL BE PAID FOR HIS SERVICES A FEE PROPORTIONATE TO THAT NAMED IN ARTICLE 4, HEREOF.

(G) MINOR EXPENSES, SUCH AS TELEGRAMS, TELEPHONE SERVICE, EXPRESSAGE, AND SIMILAR PETTY CASH ITEMS.

(H) OVERHEAD EXPENSE, WHICH SHALL BE DEFINED AS EMBRACING ALL COSTS OTHER THAN THOSE NAMED IN PARAGRAPHS (A) TO (G), INCLUS., HEREINABOVE; WHICH OVERHEAD EXPENSE SHALL BE ARRIVED AT AS CONSTITUTING THE GENERAL EXPENSE OF THE CONTRACTOR IN THE EXECUTION OF THE PROJECT BY MEANS OF CALCULATING AND ADDING TO SAID COSTS (A) TO (G), INCLUSIVE, FIVE PERCENTUM (5%) OF ALL SAID COSTS.

ARTICLE 6. COSTS NOT TO BE REIMBURSED.

REIMBURSEMENT OF EXPENSES TO THE CONTRACTOR SHALL NOT INCLUDE ANY OF THE FOLLOWING:

(A) SALARY OF THE CONTRACTOR OR OF ANY PERSON EMPLOYED IN CONTRACTOR'S MAIN OFFICE OR OF ANY PERSON EMPLOYED AS A GENERAL SUPERINTENDENT OF THE GENERAL BUSINESS OF THE CONTRACTOR.

(B) INTEREST ON CAPITAL EMPLOYED EITHER IN PLANT OR IN EXPENDITURES ON THE WORK.

ARTICLE 7. DISCOUNTS, REBATES, REFUNDS.

ALL DISCOUNTS, REBATES AND REFUNDS, AND ALL RETURNS FROM SALE OF SURPLUS OR SALVAGED MATERIALS, ETC., SHALL ACCRUE TO THE OWNER, AND THE CONTRACTOR SHALL MAKE PROVISIONS SO THAT THEY MAY BE SECURED.

ARTICLE 8. CONTRACTOR'S FINANCIAL RESPONSIBILITY.

ANY COST DUE TO THE NEGLIGENCE OF THE CONTRACTOR OR HIS SUBCONTRACTORS OR ANYONE DIRECTLY EMPLOYED BY HIM, EITHER FOR THE MAKING GOOD OF DEFECTIVE WORK, DISPOSAL OF MATERIALS WRONGLY SUPPLIED, MAKING GOOD OF DAMAGES TO PROPERTY, OR EXCESS COSTS FOR MATERIALS OR LABOR, OR OTHERWISE, SHALL BE BORNE BY THE CONTRACTOR, AND THE OWNER MAY WITHHOLD MONEY DUE THE CONTRACTOR TO COVER ANY SUCH COST ALREADY PAID BY HIM AS PART OF THE COST OF THE WORK.

THIS ARTICLE SUPERSEDES THE PROVISIONS OF ARTICLES 13, 19 AND 20 OF THE GENERAL CONDITIONS OF THE CONTRACT SO FAR AS THEY ARE INCONSISTENT HERewith.

ARTICLE 9. SUB-CONTRACTS.

ALL PORTIONS OF THE WORK THAT THE CONTRACTOR'S ORGANIZATION HAS NOT BEEN ACCUSTOMED TO PERFORM OR THAT THE OWNER MAY REASONABLY DIRECT, SHALL BE EXECUTED UNDER SUBCONTRACTS AWARDED BY THE CONTRACTOR TO PERSONS OR FIRMS AND IN AMOUNTS SUBJECT TO THE APPROVAL OF THE OWNER.

THE CONTRACTOR SHALL ENTER AND ASSUME FULL RESPONSIBILITY FOR ALL SUCH SUBCONTRACTS AND SHALL PAY ALL COSTS THEREBY PROPERLY INCURRED, AS PROVIDED UNDER PARAGRAPH (C) OF ARTICLE 5, HEREOF, AND SHALL MANAGE AND CONTROL THE WORK UNDER ALL SUBCONTRACTS THE SAME AS IF IT WERE HIS OWN WORK, AS PROVIDED HEREUNDER.

ARTICLE 10. TITLE TO THE WORK.

THE TITLE OF ALL WORK COMPLETED AND IN COURSE OF CONSTRUCTION AND OF ALL MATERIALS ON ACCOUNT OF WHICH ANY PAYMENT HAS BEEN MADE SHALL BE IN THE OWNER.

ARTICLE 11. ACCOUNTING, INSPECTION, AUDIT.

THE CONTRACTOR SHALL CHECK ALL MATERIALS AND LABOR ENTERING INTO THE WORK AND SHALL KEEP FULL, DETAILED AND COMPETENT ACCOUNTS SUCH AS MAY BE NECESSARY TO PROPER FINANCIAL MANAGEMENT, SHALL AFFORD ACCESS TO SAME TO THE ARCHITECT AND TO OWNER'S AUDITOR, IF SO REQUIRED, AND SHALL PRESERVE ALL SUCH RECORDS FOR A PERIOD OF TWO YEARS AFTER THE FINAL PAYMENT HEREUNDER.

ARTICLE 12. APPLICATIONS FOR PAYMENT, CERTIFICATES.

THE CONTRACTOR SHALL, THE EARLY PART OF EACH MONTH, DELIVER TO THE ARCHITECT A STATEMENT SHOWING IN COMPLETE DETAIL ALL MONIES PAID OUT BY HIM ON ACCOUNT OF THE COST OF THE WORK DURING THE PREVIOUS MONTH FOR WHICH HE IS TO BE REIMBURSED BY THE OWNER UNDER ARTICLE 5, HEREOF; AS GOVERNED BY ARTICLE 3, HEREOF.

THE ARCHITECT SHALL PROMPTLY CERTIFY TO THE OWNER, EXCEPT AS LIMITED BY ARTICLE 3, HEREOF, SUCH APPLICATIONS AS APPROVED BY ARCHITECT AND SUCH CERTIFICATES SHALL BE PAYABLE BY OWNER ON ISSUANCE.

THESE PERIODICAL STATEMENTS MAY INCLUDE OVERHEAD EXPENSE, AS PROVIDED IN PARAGRAPH (H) OF ARTICLE 5, HEREOF, BUT THE FEE PROVIDED IN ARTICLE 4, HEREOF, SHALL BE HELD AS A RETAINER BY OWNER UNTIL FINAL COMPLETION AND THEN PAID; ALL SUCH PAYMENTS OF ALL KINDS BEING MEANTIME HELD SUBJECT TO THE PROVISIONS OF ARTICLE 3, HEREOF.

ARTICLE 13. DISBURSEMENTS.

SHOULD THE CONTRACTOR NEGLECT OR REFUSE TO PAY, WITHIN FIVE DAYS AFTER IT FALLS DUE ANY BILL LEGITIMATELY INCURRED BY HIM HEREUNDER (AND FOR WHICH HE IS TO BE REIMBURSED UNDER ARTICLE 5, HEREOF) THE OWNER, AFTER GIVING THE CONTRACTOR 24 HOURS' WRITTEN NOTICE OF HIS INTENTION TO DO SO, SHALL HAVE THE RIGHT TO PAY SUCH BILL DIRECTLY, IN WHICH EVENT SUCH PAYMENT SHALL NOT, FOR THE PURPOSE EITHER OF REIMBURSEMENT OR OF CALCULATING THE CONTRACTOR'S FEE, BE INCLUDED IN THE COST OF THE WORK.

ARTICLE 14. TERMINATION OF THE CONTRACT.

(THE PROVISIONS OF THIS ARTICLE SUPERSEDE ALL OF ARTICLE 22 OF THE GENERAL CONDITIONS OF THE CONTRACT EXCEPT THE FIRST SENTENCE.)

IF THE OWNER SHOULD TERMINATE THE CONTRACT UNDER THE FIRST

SENTENCE OF ARTICLE 22 OF THE GENERAL CONDITIONS OF THE CONTRACT, HE SHALL REIMBURSE THE CONTRACTOR FOR THE BALANCE OF ALL PAYMENTS MADE BY HIM UNDER ARTICLE 5, HEREOF, PLUS A FEE COMPUTED UPON THE COST OF THE WORK TO DATE AT THE RATE OF PERCENTAGE NAMED IN ARTICLE 4, HEREOF, AND THE OWNER SHALL ALSO PAY TO THE CONTRACTOR FAIR COMPENSATION, EITHER BY PURCHASE OR RENTAL, AT THE ELECTION OF THE OWNER, FOR ANY EQUIPMENT RETAINED. IN CASE OF SUCH TERMINATION OF THE CONTRACT THE OWNER SHALL FURTHER ASSUME AND BECOME LIABLE FOR ALL OBLIGATIONS, COMMITMENTS AND UNLIQUIDATED CLAIMS THAT THE CONTRACTOR MAY HAVE THERETOFORE, IN GOOD FAITH, UNDERTAKEN OR INCURRED IN CONNECTION WITH SAID WORK AND THE CONTRACTOR SHALL, AS A CONDITION OF RECEIVING PAYMENTS MENTIONED IN THIS ARTICLE, EXECUTE AND DELIVER ALL SUCH PAPERS AND TAKE ALL SUCH STEPS, INCLUDING THE LEGAL ASSIGNMENT OF HIS CONTRACTUAL RIGHTS, AS THE OWNER MAY REQUIRE FOR THE PROPOSE OF FULLY VESTING IN HIM THE RIGHTS AND BENEFITS OF THE CONTRACTOR UNDER SUCH OBLIGATIONS OR COMMITMENTS.

ARTICLE 15. THE SPECIFICATIONS AND AMOUNT OF WORK.

THE FOLLOWING IS AN ENUMERATION OF THE PRINCIPAL AMOUNTS OF WORK TO BE DONE HEREUNDER, FOLLOWED BY SPECIFICATIONS IN DETAIL FOR THE EXECUTION THEREOF:

(A) STRUCTURAL CHANGES: IN THE THIRD OR TOP STORY OF THE RELIGIOUS EDUCATION BUILDING CERTAIN PLASTERED STUD WALL PARTITIONS SHALL BE BUILT NEW AND OTHERS REMOVED AND/OR REBUILT AS SHOWN ON BLUE PRINT. THE WINDING OR CIRCULAR PORTION OF THE FLIGHT OF EAST STAIRWAY FROM FIRST TO SECOND FLOORS SHALL BE REMOVED, A LANDING BUILT, AND A NEW NORTH-SOUTH UPPER FLIGHT BUILT TO TERMINATE ON SECOND FLOOR; THIS REQUIRING CUTTING THROUGH WALL AND THE "CASING" OF SOFFITT OF CHANGED FLIGHT WHERE SHOWING IN CLASS ROOM BELOW. THE FLIGHT OF STAIRS FROM SECOND TO THIRD FLOORS SHALL HAVE THE PLATFORM LEVEL REMOVED WHICH NOW FINISHES ABOVE THIRD FLOOR LEVEL, THE TOP FLIGHT OF SAME SHALL BE REBUILT TO EQUALIZED RISERS, AND THE FALSE BEAM ACROSS UNDER ATTIC FLIGHT WHICH NOW INTERFERES WITH HEADROOM BELOW SHALL BE REMOVED AND THE ATTIC FLIGHT REFRAMED WITH NEW "STRINGERS" UP FROM SECOND FLOOR FOR GOOD HEADROOM. THE NET RESULT OF THESE CHANGES BEING INTENDED TO GIVE FREE AND COMFORTABLE TRAVEL FOR ENTIRE EAST STAIRWAY AND A CONTINUOUS HALL IN THIRD FLOOR FROM SAME TO WEST STAIRWAY, WITH CLASS ROOMS EITHER SIDE, ARRANGED AS SHOWN ON DRAWING.

IN THE BASEMENT OR GROUND FLOOR THE CLASS ROOM NOW PROJECTING WEST INTO ASSEMBLY ROOM SHALL BE REMOVED, ALSO THE PARTITION AT EAST END OF SAME, AND A NEW PARTITION TO MATCH EXISTING SHALL BE BUILT ACROSS FLUSH WITH SOUTHEAST CLASS ROOM WALL, WITH SINGLE DOOR, LEAVING ASSEMBLY ROOM WITH STRAIGHT WALL TERMINAL AT EAST END.

INCIDENTAL TO THIRD FLOOR CHANGES ABOVE CALLED FOR AND SHOWN ON DRAWINGS, EACH CLASS ROOM, NEW AND EXISTING, SHALL BE LEFT PROVIDED OR NEWLY PROVIDED WITH A LIGHTING FIXTURE TO MATCH THE EXISTING, WITH SWITCH OR PULL CHAIN CONTROL AS DIRECTED, AND THE NEW HALL SHALL BE AMPLY LIGHTED AND SWITCH CONTROLLED, WITH FIXTURES PROVIDED, TO MATCH EXISTING.

RADIATION IN THIRD FLOOR SHALL BE REARRANGED OR NEWLY EQUIPPED AND PIPED TO PROVIDE ADEQUATE RADIATION TO EACH UNIT OF SUBDIVISION.

ALL OF THIS WORK SHALL BE PLASTERED IN FINISH TO MATCH

EXISTING, AND TRIMMED WITH CASINGS, PROVIDED WITH DOORS TO MATCH OR NEARLY SO, AND OTHERWISE FINISHED IN A QUALITY BECOMING AND EQUAL IN QUALITY TO EXISTING CONDITIONS. ALL WOODWORK, WALLS AND CEILINGS SHALL BE PAINTED, NEW AND EXISTING, AND THE ENTIRE WORK LEFT IN WORKMANLIKE CONDITION ON A PAR EQUAL TO FINISHES AND FACILITIES NOW EXISTING.

(B) WEST ENTRANCE DOOR: THE PAIR OF DOORS NOW ENTERING TO LANDING OF WEST STAIRWAY AT LEVEL BETWEEN BASEMENT AND FIRST FLOOR SHALL BE REMOVED AND REPLACED WITH A SINGLE 2-1/4" THICK OAK DOOR OF LIKE QUALITY AND IN APPROVED DESIGN. THIS DOOR SHALL BE EQUIPPED WITH THREE STRONG BUTTS, DOOR-CHECK CLOSER, AND WITH VON DUPRIN OR APPROVED EQUAL SCHOOLHOUSE TYPE PANIC HARDWARE. THE SCREEN DOOR SHALL BE REMOVED AND REFITTED IN OPENING BETWEEN STAIR AREA IN BASEMENT AND KITCHEN HALL, LEAVING NO SCREEN DOOR ~~AT~~ AT SAID WEST ENTRANCE. THE TOP OF THE NEW DOOR SHALL BE CAP-FLASHED WITH 16 OZ. SHEET COPPER, TURNED DOWN AND TACKED 1/2" ALL AROUND.

(C) CLASS ROOMS EAST END FIRST FLOOR: THE OVERHEAD DOORS TO THESE FOUR CLASS ROOMS SHALL BE REMOVED AND REPLACED WITH 1-3/4" THICK SINGLE SOLID DOORS WITH SIDE PANELS, ALL IN APPROVED DESIGN, AND EQUIPPED WITH ADEQUATE HARDWARE. THE MANTEL AND HEARTH IN THE SOUTH CLASS ROOM SHALL BE REMOVED AND WALLS, WAINSCOT, AND FLOOR RECONDITIONED TO MATCH CONDITIONS OTHERWISE PREVAILING.

(D) A NEW 13/16" THICK, No. 1 COMMON OAK, TONGUED AND GROOVED END AND MATCHED HARDWOOD FLOOR SHALL BE FURNISHED AND LAID OVER THE ENTIRE AREA OF THE BASEMENT ASSEMBLY ROOM BETWEEN THE KITCHEN PARTITION ON THE WEST AND THE REARRANGED CLASS ROOMS ABOVE REFERRED TO HEREIN ABOVE ON EAST, NORTH WALL TO SOUTH WALL. THIS FLOOR SHALL BE SCRAPED, SANDED, STAINED, FILLED, SHELLACED AND EITHER WAXED OR VARINISHED AS DIRECTED, IN A FIRST GRADE AND HIGH CLASS MANNER FOR A FINISHED WORKMANLIKE JOB. THIS DOES NOT INCLUDE THE CLASS ROOMS.

(E) THE FOLLOWING STAIR LANDINGS AND THEIR CORRESPONDING "DOWN-SIDE" NOSINGS SHALL BE FINISHED AS FOLLOWS:

COVER THE LANDINGS FIRST WITH 1/8" THICK JM ASBESTOS FLEXBOARD AND THEN OVER SAME WITH 9"x 9"x 1/8" APPROVED ASPHALT TILE, IN MARBLEIZED BLACK PATTERN WITH BLACK BORDER AND FINISH THE TREAD AND NOSING OF THE "DOWN-SIDE" STEP OF EACH LANDING WITH APPROVED WIDE RUBBER TREAD COVER WITH MOLDED NOSING.

THESE LANDING FLOORS AND TREADS SHALL BE WORKED DOWN WITH SCRAPER AND COARSE SANDPAPER TO PROPER LEVEL FOR RECEPTION OF ABOVE SPECIFIED FINISH AND FOR REASONABLE MAINTAINENCE OF RISER-HEIGHT SEQUENCE.

ON THE WEST STAIRWAY THE LANDINGS INCLUDED SHALL BE (1) THAT BETWEEN BASEMENT AND FIRST FLOOR, (2) ENTIRE FIRST FLOOR LANDING INCLUDING ALCOVES, (3) THOSE BETWEEN FIRST FLOOR AND SECOND, AND (4) ENTIRE SECOND FLOOR LANDING AREA. AT THE EAST THIS SHALL INCLUDE ENTIRE AREA OF FIRST FLOOR LANDING BETWEEN NINTH AVENUE ENTRANCE DOOR AND FLIGHT TO SECOND FLOOR, AT BOTH LEVELS, INCLUDING BOTH INTERMEDIATE TREADS BETWEEN THE TWO LEVELS THEREOF. THIS MAKES A TOTAL OF SEVEN (7) NOSING TYPE TREAD COVERS, AND SEVEN (7) LEVELS OF FLOOR LEVELS REQUIRING TILE.

IT IS AGREED THAT THE COST OF THESE NOSING-TREADS HAS BEEN CALCULATED TO COST \$5.00 EACH IN THE ESTIMATE FOR THIS CONTRACT AND THAT THIS PRICE IS SUBJECT TO ADJUSTMENT TO FINAL QUOTATIONS NOT NOW AVAILABLE FROM MANUFACTURER.

TREASURER'S COPY.

ARTICLE 16. CONTINGENCIES.

INASMUCH AS THIS IS A REMODELING JOB AND INASMUCH AS THE AGREED MAXIMUM COST OF SAME IS CALCULATED TO AMPLY PROVIDE FOR UNFORSEEN CONTINGENCIES, IT IS AGREED THAT THE SPIRIT OF THIS CONTRACT SHALL BE THAT ALL WORK SHALL BE BUILT IN A SUBSTANTIAL MANNER, NEATLY FINISHED, AND COMPLETED IN A MANNER FULLY AND REASONABLY BECOMING THE NATURE AND INTENDED USAGE AND EXISTING CONDITION OF THE SPACES BEING REMODELED, WHETHER THE COST TO CONTRACTOR EXCEEDS GUARANTEED MAXIMUM OR NOT.

THE CONTRACTOR AND THE OWNER FOR THEMSELVES, THEIR SUCCESSORS, EXECUTORS, ADMINISTRATORS AND ASSIGNS HEREBY AGREE TO THE FULL PERFORMANCE OF THE COVENANTS HEREIN CONTAINED.

IN WITNESS WHEREOF THEY HAVE EXECUTED THIS AGREEMENT THE DAY AND YEAR FIRST WRITTEN.

W.F. HOLT & SONS, BY J. F. Holt CONTRACTOR.

REMODELING COMMITTEE, CHRIST EPISCOPAL CHURCH, NASHVILLE, TENN.,

BY J. J. J. J. J. CHAIRMAN.

ARTICLE 2. CHANGES IN THE WORK:

THE OWNER, THROUGH THE ARCHITECT, MAY FROM TIME TO TIME, BY WRITTEN INSTRUCTIONS OR DRAWINGS ISSUED TO THE CONTRACTOR, MAKE CHANGES IN THE ABOVE NAMED DRAWINGS AND SPECIFICATIONS, ISSUE ADDITIONAL INSTRUCTIONS, REQUIRE ADDITIONAL WORK OR DIRECT THE RESUMPTION OF WORK PREVIOUSLY ORDERED, AND THE PROVISIONS OF THIS CONTRACT SHALL APPLY TO ALL SUCH CHANGES, MODIFICATIONS AND ADDITIONS WITH THE SAME EFFECT AS IF THEY WERE EMBODIED IN THE ORIGINAL DRAWINGS AND SPECIFICATIONS. SINCE THE COST OF ALL SUCH CHANGES MAY, HOWEVER, AFFECT THE GUARANTEED MAXIMUM COST HEREINAFTER STIPULATED, NO SUCH CHANGE ORDERS SHALL BE MADE VALID WITHOUT A DETERMINATION OF WHETHER OR NOT THE SAID GUARANTEED MAXIMUM SHALL BE CORRESPONDINGLY INCREASED SHOULD SUCH CHANGES INVOLVE INCREASED WORK. SHOULD SUCH CHANGES, IF OCCURRING, AFFECT SAID MAXIMUM THEN THE AMOUNTS OF SAID INCREASED SHALL BE AGREED UPON AT THE TIME OR TIMES AND MAKE A PART OF SUCH CHANGE ORDERS.

ARTICLE 3. CONTRACTOR'S DUTIES, STATUS AND GUARANTEE.

THE CONTRACTOR RECOGNIZES THE RELATIONS OF TRUST AND GOODWILL ESTABLISHED BETWEEN HIM AND THE OWNER BY THIS AGREEMENT.

DONALD W. SOUTHGATE

ARCHITECT A. I. A.
NASHVILLE TRUST BUILDING
NASHVILLE, TENN.

AUGUST 26, 1939.
AUGUST 8, 1939.

W. F. HOLT & SONS,
16TH AVENUE, S.,
NASHVILLE, TENN.

DEAR SIR:

THIS LETTER SHALL ACT AS CONFIRMATION OF RECENT ORAL ORDERS FOR EXTRA WORK ALONG WITH YOUR PRESENT CONTRACT FOR REMODELING CERTAIN PORTIONS OF THE SUNDAY SCHOOL BUILDING AT CHRIST EPISCOPAL CHURCH.

THE BUILDING COMMITTEE AUTHORIZES THE FOLLOWING ITEMS:-

1. PLEASE REMOVE THE ROTTED FLOORING AND SLEEPERS OVER CONCRETE SLAB AT WEST END OF BASEMENT AND REPLACE WITH NEW SLEEPERS AND SUBFLOORING, TREATED WITH WOOD PRESERVATIVE, UNDER YOUR NEW TOP FLOORING.
2. PLEASE REMOVE THE MANTEL AND HEARTH IN THIRD FLOOR CLASS ROOM, NORTH WALL, AND REFINISH THE WALL AND FLOOR TO MATCH ADJOINING.
3. PLEASE LIKEWISE REMOVE THE MANTEL AND HEARTH ON SOUTH WALL IN BASEMENT AND REFINISH.

THESE ITEMS SHALL BE HANDLED ON A COST PLUS BASIS UNDER SAME TERMS AS FOR CONTRACT WORK BUT SHALL BE REGARDED AS EXTRA AND SEPARATE ITEMS NOT COMING UNDER THE GUARANTEED MAXIMUM COST.

YOURS VERY TRULY,

DWS:S
c/c MR. CARRUTHERS,
MR. TANKARD.

YOURS VERY TRULY,

c/c MR. CARRUTHERS,
MR. TANKARD.

OFFICE OF
DONALD W. SOUTHGATE
ARCHITECT
DONALD W. SOUTHGATE
ARCHITECT A. I. A.
NASHVILLE TRUST BUILDING
NASHVILLE, TENN.

MR. TANKARD'S
COPY

DATE AUGUST 26, 1939.

CONTRACT NO. 2 (FINAL)
MEMORIAL COMMITTEE, CHRIST EPISCOPAL CHURCH, NASHVILLE, TENN. OWNER
W. F. HOLT & SONS,

CONTRACTOR
W. F. HOLT & SONS,
16TH AVENUE, S.,
NASHVILLE, TENN.

DEAR SIR:

SUPPLEMENTING MY LETTER OF THE 8TH, INST., AUTHORIZING EXTRA ITEMS NOS. 1, 2 AND 3 ON YOUR CONTRACT FOR REMODELING WORK AT CHRIST CHURCH, THE BUILDING COMMITTEE NOW AUTHORIZES THE FOLLOWING EXTRA ITEMS :-

4. PLEASE REMOVE THE WOODEN CASE WORK AROUND CAST IRON COLUMN IN BASEMENT AT MEETING OF ACCORDION DOORS, REDRESS THE HEAD CASING TO MATCH OUT, AND ADD NARROW "FLAP DOORS" TO COMPLETE THE CLOSURE OF THE REVISED OPENING. ALL OF THESE CAST IRON COLUMNS IN THIS ROOM SHALL BE REPAINTED TO MATCH OUT.

5. PLEASE REMOVE THE STAIRWAY FROM FIRST FLOOR TO BASEMENT ADJOINING ORGAN CHAMBER AND THE "OVER-FLIGHT" ABOVE SAME INTO THE CHURCH CHANCEL AND FLOOR IN AND CLOSE THE STAIR WELL THEREBY LEFT, USING APPROPRIATELY SIZED FRAMING MEMBERS AND LIKE-FOR-LIKE FINISHING MATERIALS, INCLUDING FLOORING, PLASTERING OF CEILING BELOW, ETC. THE NEW LANDING FROM CHANCEL AND STEPS DOWN TO NEW ANTER ROOM THUS CREATED SHALL BE FORMED AT CORNER OF ORGAN ENCLOSURE, AND TRIMMED OUT WITH BAFFLE BOARD WITH HAND HOLD, FOR PROTECTION FROM LOW HEAD ROOM AT ORGAN CASEWORK OVERHANG: ALL OF THIS WORK TO BE FINISHED OUT IN DETAIL LARGELY AS DIRECTED IN DETAIL AT OUR RECENT CONFERENCE AT THE CHURCH.

THESE NEW ITEMS NOS. 4 AND 5, AS FOR PRIOR ITEMS NOS. 1, 2 AND 3, SHALL BE HANDLED ON A COST PLUS BASIS UNDER SAME TERMS AS FOR CONTRACT WORK BUT SHALL BE REGARDED AS EXTRA AND SEPARATE ITEMS NOT COMING UNDER THE GUARANTEED MAXIMUM COST.

YOURS VERY TRULY,

APPROVED FOR PAYMENT:

DWS:S

c/c MR. CARRUTHERS,
MR. TANKARD.

ITEMS 1 TO 3	REVISIONS IN COST OF
PREVIOUSLY ACCOUNTED FOR	
MINOR PARTIAL	
REWORKING, NOT	
EXTRA AND NOT	
SEPARATELY ACCOUNTED FOR	
TOTAL PER ABOVE	

Nashville, Tenn. Oct. 9th, 1939.

The regular monthly meeting of the Vestry and Council was held in the Parish House, the rector, Mr. Carruthers, presiding.

The meeting was opened with prayer by Mr. Mc Cloud.

The roll call showed 14 members of the Vestry present and 9 member of the Council.

Reports of officers were called for. The following reported:

The treasurer's report as attached was read by Mr. Wright and upon motion, duly seconded and carried was approved. Mr. Wright offered a resolution in regard to expenditures for the Parish House improvement which was voted upon unanimously and made a part of the minutes.

The Superintendent of the Church School, Mr. Thos. O.H. Smith reported that over three hundred students were present on Rally Day. The school is in excellent condition with a fine faculty. M Smith felt that the recent improvements and the splendid preliminary work done by the rector were largely responsible.

Report of the treasurer of the Church School was made by Mr. *Have Mary copy* Simmonds.

Mr. Vernon S. Tupper reported for the Finance Committee and presented the Christ Church Objective for 1940 showing an increase in the budget of about 6000. A full discussion was held regarding the individual items. The rector called particular attention to the need for a full time Assistant Young Peoples Worker. Mr. Henkel gave a full account of the condition of the church organ and stressed the need for a new console. Mr. G. Donald Harrison an expert from the Aeolian-Skinner Organ Co. had recently examined the organ and had recommended changes and additions which would cost approximately \$10,000, a new console could be installed for about \$3000.00. No action was taken. An item of \$1000.00 was added to the objective budget to care for necessary work on the organ. It was agreed to accept the objective budget of \$38,193.00. Mr. Vernon Tupper then outlined plans for the Every Member Canvass.

New Business.

Mr. Wright called attention to the gift of Mr. and Mrs. Henkel of a church bulletin board and a rising vote of thanks was given the donors. The rector announced that Mrs. Thomas Malone, Jr. had given new cushions for the chancel and that Mrs. Hotchkiss was to give cushions for the sanctuary and that the Rector's Aid Society was to redecorate the chapel. The secretary was instructed to thank the donors.

The Rector announced that on Sunday, November the ^{5th} ~~ninth~~, at 9 A.M, Bishop Tucker, the Presiding Bishop, would broadcast over a national network and asked that provisions be made for hearing the address. Mr. Benson offered his services in having the proper equipment installed in the Parish House. Mr. Johnston moved that Mr. Benson's offer be accepted with thanks. Seconded and carried.

There being no further business, upon motion duly seconded and carried, the meeting adjourned.

Chas. Smithwick. Secy, Pro Tem.

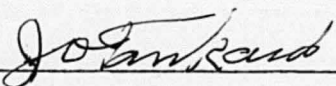
Report of Custodian for Christ Church Property
for Month ending October 31, 1939.

Improvements made by Special Committee, appointed by the vestry, which have been completed, and the contractor has been paid in full for his services. Contract between the committee and the contractor is enclosed as a part of this report.

The committee was authorized not to spend more than \$4,000.00. The work being completed, a saving of \$159.18 was effected on the job; Mr. Wright having paid his last estimate. The files are closed.

Another item of expense in addition to the regular routine expenditures was the grate bars for the boiler under the Church, which have been replaced, and they are in good condition at this time, at a cost of \$73.00.

Respectfully submitted,


Custodian

OFFICE OF
DONALD W. SOUTHGATE
ARCHITECT
NASHVILLE, TENN.

MR. TANKARD'S

COPY

ESTIMATE NO. 2 (FINAL) DATE NOVEMBER 6, 1939.

TO REMODELING COMMITTEE, CHRIST EPISCOPAL CHURCH, NASHVILLE, OWNER:

W. F. HOLT & SONS,

I ESTIMATE THAT

CONTRACTOR, IS NOW ENTITLED TO A PAYMENT OF

SEVEN HUNDRED THIRTY FOUR AND $\frac{44}{100}$ DOLLARS

FOR MATERIAL FURNISHED AND WORK EXECUTED UNDER TERMS OF HIS CONTRACT WITH YOU FOR

GENERAL REMODELING ON SUNDAY SCHOOL BUILDING

AT NINTH AND BROAD CONTRACT DATED 7/22/39.

NOT EXCEED

AMT. OF CONTRACT \$	3,348 62	
NOT EXCEED*	545 00	3,893 62
EXTRA ORDERS		

DEDUCTIONS	SAVINGS	159 18	ARCHITECT
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TOTAL		3,734 44
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AMT. OF THIS EST. \$	734 44
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RECEIVED PAYMENT IN FULL OF ACCOUNT.

FORMER EST'S.	3,000 00	
TOTAL INCLUDING THIS EST.		3,734 44

BALANCE

CONTRACTOR WILL SIGN HERE

EXTRA ORDERS

DEDUCTIONS

ITEMS 1 TO 6, INCL., PREVIOUSLY NOTED	545 00
MINOR PARTITIONS, SHELVING, HOOKS, ETC., EXTRA BUT NOT SEPARATELY ACCOUNTED.	?
TOTAL SEE ABOVE	

SAVINGS IN COST OF ESTIMATED LABOR, ETC.	159 18
TOTAL SEE ABOVE	

APPROVED FOR PAYMENT:

NOTES

CHAIRMAN REMODELING COMMITTEE.

Dear Jo. - Saved Amutzahn of the fence fee for 734.44 so I paid it today. MML

Nashville, Tenn. Nov. 13, 1939.

The regular monthly meeting of the Vestry & Council of Christ Church was held in the Parish House this evening at eight o'clock.... the Rector, Mr. Carruthers presided. The meeting was opened with prayer by the Rector.

Roll call indicated that there were present Mr. Carruthers, Mr. McCloud, twelve members of the Vestry and eight of the Council.

Associate Rector, Mr. McCloud made a very interesting report as to his work also reported as to the recent fire at St. Lukes. Mr. McCloud stated that the loss was fully covered by insurance

Treasurers Report; Mr. Wright submitted a written report for the month of October and same was duly approved and a copy is made a part of these minutes.

Mr. Wright here brought up the matter of liability insurance on the boilers. He stated that a three year policy with a \$10,000.00 limit would cost \$65.34. Mr. Wright also advised as to just what protection the policy would afford. It was moved, seconded and unanimously carried that the insurance be taken promptly.

Finance Committee .. no report.

Treasurer Church School ... Mr. Simmonds was not present.

Mr. Thos. O.H. Smith, Supt., made an oral report as to attendance and stated that the average attendance for the months of Sept. and Oct., was 331 and the average attendance so far this month was 331. and that the offering had shown an increase.

Mens Club .. Mr. Howard made a brief oral report and advised that there would be no meeting until December.

Social Service ... Dr. Wilson made an oral report.

Music .. Mr. Henkel made an oral report further referring to the condition of the organ and gave some estimates of the cost of repairs which he had received from organ manufacturers, but no definite action was taken.

Custodian of Property .. Mr. Tankard submitted a written report .. same was duly approved and is made a part of these minutes.

Rectors Report... Mr. Carruthers had no formal report to make but referred especially to the Every Member Canvass which is soon to be made. He explained just ~~was~~ what the raising of the proposed amount would mean to the Church especially the work of the young people.

Old Hickory .. Mr. Gale made a short oral report as to what has been done so far and what is expected to be done towards building a church.

A meeting to adjourn prevailed.

J. H. Sweeney
Secretary.

Nashville, Tenn.,
Dec. 11th., 1939.

The Regular Meeting of the Vestry and Council of Christ Church as held in the Parish House of the Church this evening at eight o'clock. There were present the Rector The Rev. Thos. N. Carruthers, The Associate Rector, the Rev. J.F. McCloud, thirteen members of the Vestry and twelve of the Council.....

A brief prayer service was conducted by the Rev. McCloud.

The Rev. Carruthers acted Chairman with T.R. LeSueur Secretary. The Chair called for the minutes of the last meeting and same were read by the Secretary .. approved without exception.

On the Chair's call for reports

The Senior and Junior Wardens... offered no formal reports.

Mr. Vernon Tupper, Chairman of the Finance Committee made a most interesting report as to the recent Every Member Canvass.. stating that todate something over \$34,000.00 had been pledged and that other pledges were expected.

Mr. Wright, Church Treasurer, submitted a revised budget for the year 1940 ... totaling approx. \$35,600.00... This budget did not include any provision for repairing the organ of the Church.

Mr. Henkle here made an oral report as to the condition of the organ. and recommended spending \$6850.00 to put it in good condition...

Mr. Carruthers spoke relative to the employment of a full time Assistant and explained as to what his duties would be.

The Senior Warden, Mr. Martin, spoke feelingly of his interest in the Music of the Church, the Young Peoples Service League and the Young People of the Church and suggested that repairs on the organ should be made from the Cole Fund as a memorial to Mr. Cole.

Mr. Martin moved that a sum not exceeding \$8000. to be drawn from the Cole Fund should be expended in repairing the organ ... seconded by Mr. Howard..... Mr. Vernon Tupper offered an amendment to the effect that provided the money could not be obtained elsewhere. Mr. Martin accepted the admenment.... and with the admenment, Mr. Martin's motion unanimously carried. Mr. Farmer moved that a committee be appointed by the chair to look into the matter and report to the next meeting of the Vestry and Council. The Chair appointed the following Committee ... Mr. Martin, Mr. Lambeth, and Mr. Linton.

Mr. Vernon Tupper moved the adoption of the revised budget for 1940 as submitted by Mr. Wright seconded and unanimously carried.

Treasurer's Report .. Mr. Wright read his report ... copy attached, duly approved and made a part of these minutes.

Mr. Vernon Tupper moved that a full time assistant for the work outlined by Mr. Carruthers should be employed and that a committee appointed by Mr. Carruthers should confer with him and act with him on all applications received. (Your secretary here respectfully suggests that the salary of the assistant was not named and he presumes that final action ~~will~~ will be left to the Vestry when the committee brings in its findings.)

It was moved and unanimously carried that the Christmas, offering should be devoted to the Apportionment.

Mr. Thos. O.H. Smith made an oral report as Supt. of the Church School.

Mr. Wilson Simmonds, Treasurer Church School made his report for the months of Oct. and Nov.

Mr. Howard made an oral report as to activities of the Men's Club.

It was moved, seconded and carried that the 1940 congregational meeting should be held Jan. 9th., at eight oclock.

On motion duly seconded and carried the following were elected delegates to the Diocesan Convention in January at the Church of the Advent, NashvilleChas. S. Martin, Sr., Douglass M. Wright and Vernon Tupper. Alternates ... George Hillman, J.O. Tankard, Walter Stokes, Jr., and Warren Brown.

Rector's report Mr. Carruthers made an oral report which was very interesting and constructive but due to the fact that your secretary does not write shorthand and cannot follow Mr. Carruthers oral reports in long ~~hand~~ hand... the high-lights of his reports are not incorporated in these minutes.

A motion to adjourn here prevailed.

T.R.LeSueur, Secretary.

Following is a report of the findings and recommendations of the Committee appointed by Dr. Dandridge with respect to the advisability of adopting a plan for the botation of the Vestry and to determine whether or not the present size of the Vestry & Council should be changed.

It is our recommendation that the following plan be submitted to the Congregational meeting in January 1939 for their approval or disapproval:

Said plan, if approved by ^{the} congregation, to become effective in January, 1940.

1. That the Vestry be reduced to 18 men.
2. That the council be reduced to 12 men.
3. That at the congregational meeting to be held in January 1940 six Vestrymen be elected for a period of three years (those six receiving the greatest number of votes to be those selected for 3 years);

That six Vestrymen be elected for a period of two years (those receiving the next highest number of votes being elected for the two year period);

That the six Vestrymen receiving the lowest number of votes be elected for a one year period.

4. That at the expiration of the term of each vestryman he be ineligible for re-election for a period of one year.
5. That this plan apply to the entire vestry, including officers thereof.

~~This plan has the unanimous approval of your committee and it is suggested that it be given the approval of the Vestry and that the vestry recommend its adoption to the next congregational meeting.~~

Respectfully submitted

John Cross
Thomas M. Trabue
Warren Brown
J.T. Granbery
W.D. Gale, Chairman.