THE FIFTH ANNUAL MEETING OF THE NATIONAL SOCIETY FOR THE PROMOTION OF OCCUPATIONAL THERAPY

HELD AT THE SOUTHERN HOTEL, BALTIMORE, MARYLAND

October 20, 21, 22, 1921

FIRST DAY—MORNING SESSION

October 20, 1921

Dr. Herbert J. Hall, President, called the meeting to order at 10.45 a.m.

President Hall: This is the fifth annual meeting of the National Society for the Promotion of Occupational Therapy. The society should be run by its members. No society, however, can be run by all the members. It is necessary for them to elect a certain number of representatives to carry on the business and to direct generally the policy of the society during the year. The Board of Managers which was elected last year has had I think a record year for activity. We have had in New York a meeting of the Board of Managers practically once a month during the entire winter. It has been impossible to get all of the members together, but we always have had a quorum and have discussed the affairs of the society for your benefit very often.

For a long time it has been the feeling, not only of the Board of Managers, but of the society at large I think, that our constitution needed amendment, quite radical changes, to make it more representative, to bring into the actual business of the society more members from wider localities, so that the society should be truly democratic and should have larger representation in its business affairs. This matter of revising the constitution has occupied most of our time. No meeting that we have held has been without active and sometimes prolonged discussion of the constitution. We have called into conference from time to time at these meetings a number of people in New York when that was the meeting place, and on several occasions have had quite
large meetings not only of the Board of Managers but of representatives of the society and of the New York society. We have gone over the old constitution point by point, and the general opinion has been that it would not do for our increasing membership, so we have, according to the by-laws of the society, sent out to you the revised constitution and amendments which have been suggested by all these different people and by the members of the Board of Managers. You have them in your hands or they have been sent to you. We of the old Board of Management would like very much to see the new constitution passed with all its amendments. We are perfectly conscious that even with the great deal of work which we have put on the matter there are still many imperfections, still many debatable points, but there is no way to find out literally how good a constitution is except by trying it out; and so we are going to ask you to read over the constitution, the new one, which presumably you have, and if you are so minded to pass it, giving a chance during the coming year to try it out and to make such amendments and changes as can be carried out at the annual meeting next year.

Now, according to the constitution, it is necessary that the amendments to be carried should be accepted by two-thirds of the members present at the annual meeting and that the amendments should have been sent to all the members at least a month before that meeting. These requirements have been complied with and your Board of Managers is unanimous in wishing to have the new constitution accepted. If it is accepted, according to its provisions we are in a position to call a meeting of certain representatives which have been selected from the different state societies all over the country wherever they exist, to call a meeting of the proposed House of Delegates, a much more representative way of dealing with the society’s affairs than we have had before. We have provisionally chosen that House of Delegates or they have been chosen by the various societies. If we pass the new constitution they may go into session sometime during the next two or three days and may elect the officers for the coming year with the exception of the president, who will be nominated by them and voted upon by the society at large. It is the privilege of the society at large to nominate from the floor anyone for the office of president. I do not know whether I have made that clear or not, but I should say that it was in order for a motion to be made from the floor relative to the acceptance of the new constitution as it stands, of the amended constitution.
Dr. W. R. Dunton: Mr. President I move: That the new constitution be adopted as printed with the amendments.
The motion was seconded.

President Hall: It has been moved and seconded that we adopt the new constitution with all its changes and amendments. Those in favor of the acceptance of the new constitution will signify by raising their right hands. (After a survey of the hands that were raised) It is almost a unanimous vote.

President Hall: We would be very glad to hear from any member as to any question or literal point of the matter.

Miss Fulton: Mr. President, I would just like to say one word, and that is, according to the program under "11," which is at the end of the session, we have the report of the Committee on Revision of Constitution. It seems to me that before we act on this constitution we should have the report come in the proper order because of course there are quite a number who are not here yet. Some are counting on that particular part of the program, quite a number are arriving between eleven and twelve, and are not looking forward to having that part of the proceedings of this organization put through the very first thing. As far as I understand it, this constitution is the most important part of our work. It is a subject that we, I think, should think over very carefully. I quite agree with the Board of Managers that they have worked very hard, very carefully, over this constitution, but sometimes just because we have worked carefully over a thing for a long time we sometimes fail to see one or two of the weak points, and I think there are one or two points that we should or could quite properly discuss even though we accept it in the end. I feel that unless we discuss one or two rather important points first we should not accept it as a whole though we may probably before the end of the meeting. I would suggest that we take this matter up a little latter. Of course, Dr. Hall is the proper one to present this report, but I do know it is out of order on the program.

President Hall: The accepting the constitution as amended for a year for trial it seems to me represents no very great risk. The affairs of the society will be in the hands of this House of Delegates who will direct the Board of Managers, and it is not likely that in the course of
the year any serious harm can come from trying it out, and during that
time there will be an opportunity for everyone to express opinion. We
have asked widely for expressed opinion, but so far as we know the
thing will work out without harm.

Mr. T. B. Kidner: Mr. President, Miss Fulton made two points:
One, that some members were looking for this coming up later in the
morning; second, that there are some points in the new constitution
that might be discussed here notwithstanding that they have been
discussed by a great many members of the association, and every one
realizes that it is not bullet-proof. Those were the two points. With
regard to bringing it up at this time you may have something to say,
but is discussion shut out from the fact that you took a vote on it?

Mrs. Rockwell: Mr. President, parliamentary law calls for discussion
before a vote. After a motion is made and seconded there should be
discussion before the vote is called for.

President Hall: We might I suppose have a vote asking if it is the
will of this meeting that the final voting on the subject of the constitu­
tion be postponed until a later time, taking back our almost unanimous
vote of the people here present.

Mrs. Eleanor Clarke Slagle: Can there not be some discussion from
the floor? I am sure you all have some ideas on this subject. Why
not express them? This is just a family party here this morning.

Miss Susan C. Johnson: Mr. President, I am not well enough
versed in parliamentary law to know what action is necessary to cancel
our vote which we have just taken. It seems to me that the point
brought out by Miss Fulton as it has been, if we can cancel the vote
we have just taken that it may be done and the matter thrown open
for discussion either now or when the report of the Constitution Com­
mittee is offered. It seems to me the point is well taken that we should
have a discussion before the thing is finally passed.

Dr. Dunton: Mr. President, in order to simplify matters, I can
withdraw the motion, then the vote falls, although I believe that is
not technically correct. Some one should introduce a motion to recon­
sider this vote.
Mrs. Rockwell: If the form was not properly adhered to that vote was out of order and does not exist if it was not proper procedure. We voted before the discussion.

Dr. Dunton: Any one who wished to discuss the question should have done so at the time the vote was put.

Mrs. Rockwell: I move that we reconsider the motion.

President Hall: I think it is quite fair that we should have that discussion now, and I would like to call for free discussion from any one who has the matter at heart.

Dr. Pollock: We have a report of the Committee on Revision of the Constitution on the program. Now, if we are to hear that, would it not be well for us to wait to consider the constitution until that committee submits its report? That point seemed to be well taken. In the meantime quite a number of members may come in who would like to discuss the subject.

Miss Brainerd: Mr. President, a note says the program, if necessary, may be changed. Perhaps that might take care of that.

President Hall: I would be very glad to have some member of the Board of Management make that report now. Dr. Dunton, will you do so?

Dr. Dunton: I can only repeat to a degree what Dr. Hall has said, that the matter was considered very carefully; we all went over it at the meetings; we corresponded with each other; we had correspondence with various persons. You may remember that the constitution was published. Following that there were certain suggestions made and that is the reason the amendments were printed and form a separate slip, and that is the reason I moved to have those included. As Dr. Hall says, this can only be experimental during the next year, but we feel that it affords a good working basis and that it is the most practical thing that we can devise. Probably during the year certain changes will occur to the members; things will not work out so well as we anticipated, and therefore it will be necessary to introduce new amendments at the next meeting; but as Dr. Hall has said the form of the House
of Delegates gives us a more representative body than the Board of Managers of five. At the same time it is quite impossible for the House of Delegates to meet so frequently as is necessary for the Board of Management, and therefore the Board of Management of three was suggested, making two with the President, who were to do the executive work. Personally, I have considered the matter a great deal and it seems to me that at present we have done the best we can.

Mrs. Slagle: Mr. President, I would like to say a word as a member of the board and as the majority of the meetings have been held in my office in New York, because there were two or three members of the board in New York and we could get a more representative group together for informal discussion. We know that it is not a perfect constitution. I do not suppose such ever was written. We do feel that it is a great improvement upon the first constitution which less than five years ago six of your members adopted as the basis for our present organization. We have outgrown that and probably by next year we will outgrow this constitution which we are presenting today. We hope that we may and we hope that some of the younger members will come forward with their more progressive ideas and probably a larger knowledge or at least a keener knowledge of constitution making than we have, and will make a better constitution than we have tried to make. I think it is fair for you to know that we have worked hard, and I think there should be more generous discussion. I know there are many people in this audience who could clarify our thought if would just get up and say something about this constitution which we are presenting.

Miss Fulton: Mr. President, may I say, first of all, that we deeply appreciate the work of the board during the past year. I know personally they worked hard and faithfully for the good of the cause of occupational therapy both here, in New York, all over the country, to advance the good and make this society a perfect, splendid, strong society. I know personally that they worked hard on this constitution, and in opposing the passing of it without discussion I felt that I was doing the right thing, because I think if we could get together in a perfectly pleasant and agreeable and open-minded way to discuss the two or three points that may have struck some of us as being a trifle weak or perhaps that might be bettered, I think that we will arrive at something that even though we accept the constitution as a whole,
will make it possible for us to make few minor changes during the coming year and which will give us a good strong constitution, and that is why I asked that this might be deferred until we could approach several points in a perfectly open-minded, frank discussion and to help, if I may use the word, to make it better during this coming year, and that is the only thought I had in my mind. I have had something to do with clubs, organizations, where constitutions have been used, and in looking over this there seems to be one or two points that I thought should be discussed, one of which was the size of the Board of Management. It seems a trifle small—three. I will acknowledge that a large board is hard to get together, very difficult to handle, but I think that board of three is just a little too small and that if it could be augmented by two, say possibly from the House of Delegates, it might strengthen the management. That is one point that I would like to make. I have very little to say about the House of Delegates, but because Pennsylvania does not have a state society I do not want you to think that we have anything against the House of Delegates. I think the House of Delegates, providing it is far reaching enough, is probably the very best way to manage the rest of the workings of the society.

The other point that I would like to make is just how the state societies will be related to the national society; and one more when you get to your amendments at the last; it may be that I do not read it exactly right, but it strikes me that if the whole association wanted something and the Board of Management as it is now arranged (two forming a quorum) opposed it, that an amendment or a change in the constitution could not be made. My good friend, Mr. Kidner, has explained to me today that there is always the necessity of a restraining vote, that an association like this might vote and put through something undesirable or inadvisable, and therefore those two votes would restrain something that would be very undesirable for certain purposes. That is all I have thought about it. The changes of commas, and "as" and "is" is of no account whatever. Let us talk it over, explain away our difficulties, and then let us accept it as a constitution for the coming year with the understanding that we may change it if we want it changed.

Mr. Kidner: Mr. President, I am full of criticisms of this constitution on which I put in a good many hours. When I see it in cold print it is full of weak spots. I think Miss Fulton has made a very good
point indeed, since we are coming down to cases, in Article VIII. If that word "Board" were "House of Delegates" I should be a great deal more satisfied. If the board is going to be able to reframe the constitution, then I am "agin the government." And so that and many other things—you can go through with a fine tooth comb and find lots of spots. Dr. Hall I think did not intend to put this through without any discussion, but in talking this over with members this morning and a few who were here yesterday, there seemed to be no other way than to put this up and vote on it and carry it or turn it down for this year. I should like to have some discussion and apparently the thing is open for discussion and our action is reconsidered, but unless we put something or other to work this year we must get along with our old constitution which none of us were satisfied with and from time to time we have wished to change it; but if this goes through and is adopted, my understanding is that the House of Delegates will be the real managing body of the association. If I understand it at all, we based that on the American Medical Association, but our experience of the last year is that you cannot get a board of six together at any one time, and what are you going to do with a board scattered from Seattle to Florida and from Southern California to Maine? I should like to see the House of Delegates meet twice a year. I should try to have half-yearly meetings, two meetings a year; one at the time of the annual meeting and one between. Meanwhile you must put it in the hands of a small body. I think that is a good point.

Dr. Dunton: I think Miss Fulton's point is well taken, but I would call to her attention that we have been in existence for four years with a board of five. There has been no tendency at any time for the board to put anything over on the society and our members must consider them honorable men. I have seen several societies so hampered by constitutions loaded with precautions as to what might happen that they could not run smoothly. I want to say that we sweat blood over the first constitution. We spent two days, as Mr. Kidner knows, at Mr. Barton's house, and we just wore ourselves out making a perfect constitution. Well, you see what it is. Now, this majority of the Board in Article VIII that Mr. Kidner points out, is a very good point, and that word "Board" should not be there; "House of Delegates" should be there. I believe it is perfectly possible for us to amend the phraseology of amendments and for us to substitute for the word "Board" at this meeting the words "House of Delegates." Is it not? Does any one know?
Mr. Kidner: Where are you going to stop. I object. If we are going through this thing in one clause we shall go through every clause, and where shall we be? I think we had better accept it or reject it.

Dr. Dunton: I do not want to "gum" things up any more. Let us put this constitution through, let us make every concession possible, select our House of Delegates with a keen and careful eye, so that they do not put anything over on us. The House of Delegates selects the Board of Management. If we are not careful in our House of Delegates we may get in a crooked board, but I bet you two dollars we do not.

Miss Johnson: I may not have followed Miss Fulton correctly and if I am in error I beg pardon, but I understood from what she said that only two of these three were to vote. Does not the President have a vote?

Dr. Dunton: It is a majority.

President Hall: It was not our intention to railroad the vote through. As I understand the matter, we must either accept the constitution this year or wait another year before we make any changes. I think that is legally so—we must either reject it in toto or else accept it so, the time for discussion being during the coming year. If we reject it, it simply puts us back a year, and I think you will all agree that while we have not a perfect constitution, that in the main, with some few exceptions, the constitution which has been worked out is an improvement on the old one. If there are defects in it I am quite sure the House of Delegates and the new Board of Management whoever they may be will not take advantage of them and wreck the society or do any real harm at all; and it seems to me a pity in a way to put aside the work of this whole year when we might have the advantage of what good is in it, and with the cooperation and with the full understanding by the House of Delegates, avoid all the rocks and pitfalls that may exist in the new constitution. I put the motion rather more abruptly than it should have been done. However, it was not necessary to vote on it because I asked for the vote.

Mrs. Rockwell: Mr. President, it seems to me that whatever we do and probably will do what is required of us, it has been very nice to have this little bit of friendly discussion. It was not rushed through;
we have talked about it, we have laughed about it, and there is a more human understanding among all of us I feel through having had just this little bit of discussion. We have great confidence in all of our officers, and all of our members—we are extremely fond of them and believe in them thoroughly, but still it is always wise to be careful. I am learning, through living in a Quaker city, to be cautious and slow and suspicious; I feel that I am getting as a Philadelphian to have that point of view. The generations of occupational therapists coming on may not be as perfect as we are, so we should provide them with a good constitution.

Miss Fulton: Mr. President, it was not my intention at all to block this constitution. My only thought was that if I got up on my feet and said what had struck me, that perhaps there were others who might have ideas different from those I have, might bring out other points, simply for discussion. The revisions could be made during the coming year with certain suggestions that might be thought of by many who are here and who have not said anything. As to the Board of Managers, I not only respect them but certainly realize that they are not trying to put anything over on us.

Dr. H. A. Pattison: Mr. President, as the motion has been carried I should have no right to take the floor and speak upon it, but since my friend Mr. Kidner has spoken, I volunteer the suggestion that a constitution is a very solemn document which forms the coalition of the organization which adopts it. It would be a very great mistake to adopt a constitution which you know is faulty, which cannot last, and which must be radically changed. Would it not be possible for the same committee, or another committee, to go over this constitution in the next forty-eight hours and bring it in say Friday afternoon or Saturday morning—not later than Saturday morning after many have gone, and then have the revised amended constitution presented for final adoption or rejection? Would that not be possible?

Secretary Haas: Mr. President, it seems to me that all of the ideas that have been expressed have been largely not criticism of the constitution but of the fact that it has been brought up entirely too soon in the program. Would it not be proper to withdraw this vote and present it in proper order? I think it would be accepted by every one without a question.
Dr. Strickland: Mr. President, it seems to me that the suggestion made by the gentleman who preceded me to the effect that our present board has worked hard for a year, to them this must be very discouraging. I see nothing in this constitution that would wreck the society in a year's time, and as the Doctor said, "they sweat blood over it," it seems to me that we could adopt it as it is. There is no criticism, it is just a point of adopting it at this time. We have voted on it, the vote was practically unanimous, practically no criticism except taking it up early. It seems to me useless to throw away a whole year's work of your present board when there is nothing in the constitution which would wreck the society for a year.

Miss Johnson: Mr. President, I want to also call your attention to an additional point. Miss Fulton said that a number of members were coming late in order to have an opportunity to discuss this subject, expecting it to come up in the regular order of the program. We started very late, we have taken a long time on the subject, and as it is now nearly one o'clock, or about the accepted time for discussion, I thought perhaps we might rearrange the order of the program, take the report of the committee and settle it all right now. From my own experience, having been one of the people who "sweat blood" over the bad constitution, I feel very strongly that a few hours on the part of any constitutional experts would hardly be any better or bring us any better results than the year's work of a faithful board.

President Hall: I think it is in order to ask for a vote whether or not we shall reconsider what has been done. At the time the motion was put there was time for discussion if the opportunity had been taken quickly enough. It seems to me that the matter is perhaps not quite so important as we are making it. The society, of course, is for the members and every member should have full expression at a meeting like this, and I am more than glad that we have had the opportunity for this discussion. We discussed the matter of the report of the committee last night, and it seemed to me that we should take up the question early, so that if we passed the constitution we then could ask the House of Delegates to get together and accomplish their work before the meeting was over. If the constitution is rejected we shall have no House of Delegates, and we shall be obliged to proceed on the old order for the election of officers. If we receive and ratify this constitution for the coming year, why, then we may ask the members
of the House to meet at once, including the members from Pennsylvania, because we have interpreted that clause "the state society" to include such an organization as does exist in Pennsylvania, although it does not exist under the name of a "state society." We shall ask the members from Pennsylvania to join that conference and to have all through the year their voice in the matter of the management of the society although they may not actually vote. I would like to ask for a vote: Shall we reconsider the action we have already taken, believing that now we do understand each other a little better, or shall we let it stand? Will some one make such a motion?

*Dr. Dunton*: Mr. President, I move: That the action of the society as taken, adopting the constitution, stand.

*Miss Staples*: I second the motion.

(There was some discussion here after which Dr. Dunton changed the wording of the motion to read as follows):

*Dr. Dunton*: I move: That the constitution as published and amended be adopted by the society.

*Mrs. Rockwell*: Mr. President, I second the motion.

*A Member*: Mr. President, I should like to know who, under the new constitution, is entitled to vote; what people are entitled to vote on this and who are not. I understand at least one man has voted who has voted illegally.

*President Hall*: We have been a very easy going society in times past; we have not abided closely by parliamentary rules; we have been very informal indeed, and I have suspicions that my election to the presidency last year was not strictly legal. We really are getting at the feeling of the society and if it comes down to actual hard parliamentary rules, why, I will have to ask for somebody else to take the chair as I do not feel equal to it. As the matter stands then, we have literally voted to accept the constitution for this year, and we also have had our discussion and have been willing right through the discussion to reconsider that vote, and, as far as I am concerned, we are ready to reconsider it now. Unless somebody asks now for a reconsideration and has some more things to say, we will consider the matter settled.
Dr. Pollock: Mr. President, since we voted a large number of people have come into the room. I think it would only be fair that we took another vote.

President Hall: It would certainly clarify matters if we did take another vote.

Dr. Dunton: Mr. President, we will never get through today unless we act. I move: That we adopt the constitution as amended.

President Hall: I would like to know whether this is my fault or somebody else's. I may be mistaken, but it seems to me that no vote was ever taken on Mrs. Rockwell's motion to reconsider. If that motion was actually made, and we should vote to reconsider and the vote should fail, that would endorse the vote adopting the constitution; would it not?

Secretary Haas: Mr. President, there is only one vote before the house.

President Hall: I do not know of any motion before the house.

Mrs. Slagle: Mr. President, Dr. Dunton did not withdraw his motion.

Secretary Haas: Then it is time he withdrew something.

Mrs. Slagle: Mr. President, since the original motion was made and voted upon, many members have come in since that vote was taken. I am not making a motion; I am simply discussing the point. It is in order, I am perfectly certain, to call for a vote.

Treasurer Taber: Mr. President, I am very much in favor of the constitution, but I do think that unless the people belong to a state society they lose all power to vote under the present constitution except for president.

President Hall: According to the new constitution the House of Delegates, which now numbers twenty people, representative people of the society, have it in their hands to elect all the officers for the coming year except the president.
Treasurer Taber: Unless they have a state society, Mr. President, they cannot vote for the delegates.

President Hall: No, not for the other officers. It is an effort to make the state societies get busy and have more members and more representation.

Mr. Davis: As I understand parliamentary rule, I do not think you can take a new vote on any point without rescinding the former vote, as other members just coming in might change the majority. If Dr. Dunton did not withdraw his motion, then the vote stands as taken, and all this discussion comes to naught. We cannot take a new vote on that same point unless the first vote is rescinded.

Dr. Dunton: Mr. President, I move that we take a new vote now.

President Hall: It is moved by Dr. Dunton and seconded by Mrs. Rockwell: That we accept the amended constitution as it stands and as printed.

Those in favor will raise their hands. The motion was carried.

Dr. Dunton: Mr. President, Mr. Thomas, of the Williams and Wilkins Company, will be here at a quarter before twelve, and as he is a busy man, I would ask the privilege of reading the report on publications at the present time in order that we may not detain him any longer than necessary.

President Hall: We will now listen to the report of the Committee on Publications by Dr. Dunton, Chairman.

REPORT OF THE COMMITTEE ON PUBLICITY AND PUBLICATIONS

Publicity for the present meeting has been handled by circularizing journals, social, medical and general. Miss Emily Emerson Lantz has kindly coöperated in giving publicity in Baltimore through the Sun by means of special articles. Over 500 preliminary programs were mailed to individuals not members of the society. The latter have been notified through the Quarterly and by special notices.

The two letters from this committee which appeared in the January and April Quarterlies should have given the members opportunity of considering the question of establishing a special journal in which papers read before the society may appear as well as any others upon occupational therapy which are now published in the Quarterly and elsewhere.
During the past year the experiment has been tried of cooperating with The Modern Hospital in the publication of papers read at the last meeting and it must be admitted has not been a success, only three of the ten papers sent for publication having appeared. It should be understood that The Modern Hospital is intended to serve the administrative heads of hospitals, such as superintendents, managers, and heads of departments. It most admirably correlates hospital activities and is undoubtedly the best journal of its kind. Among so many hospital activities it is not to be wondered that our specialty gets so little attention. In fact, it would appear that the only reason it receives as much as it does is because it is a new thing to the majority, but a good thing and needs pushing along. It is hoped that the section under Dr. Hall's editorial supervision will continue to function as usefully as it has. It seems very necessary, however, that all those interested in occupational therapy should have a regular, dignified means of exchanging views and information such as is afforded by a first class journal. The Maryland Psychiatric Quarterly has tried to serve us but is too much of an amateur periodical to meet our needs. The amateur publication of the proceedings will also have to be discontinued. So that we need some method of recording our meetings, some method of disseminating a knowledge of the subject of occupational therapy, some method of exchanging views. Practically every branch of business has its journal. As an example, the other day I learned that there is a Sweater News. Every specialty of medicine, excepting ours, has one or more periodicals devoted to its interests.

It seems that there can be no better time than the present for the inauguration of this, our own, journal. A group of members can be found to underwrite the hundred dollar entrance fee required for admission to the Co-operative Scientific Publishing Association, thus securing the society from any possible loss and permitting it to acquire the international journal of occupational therapy when it has proved a success. To insure this it will be necessary to adopt this journal as our official organ because a majority of papers written upon occupational therapy form a part of the proceedings of this society. Without these there is not enough written upon occupational therapy to make a journal of the character that we wish. Besides the papers read here, those which are read before local societies, and which are rarely published by the local papers, may be enjoyed by a much larger audience. Papers from abroad will be solicited so that we shall have the benefit of the opinions of workers in different countries. Small space should be allotted to news items of importance, but excepting in rare instances it will not be necessary to record the fact that an occupational therapy worker has changed his job. Such items can more appropriately be handled by the local journals. Brief record of local meetings seems advisable.

It will be necessary for us to subscribe for the journal, but that is a matter for individual and not for society action. It is a distinct disappointment to the chairman of this committee that though a request for opinions on the subject was made in the January Quarterly but two written ones have been received excepting from officers of the society. Cards have been provided upon which you may record your vote and you are requested to deposit them in the box provided for the purpose.

The printing of the 1919 proceedings and papers is nearly completed and they will be distributed as soon as possible, but will only be available to those who...
were members at that time. Those for 1920 have advanced as far as the minutes of the afternoon of the first day.

No requests for permission to use the name of the society on publications have been received.

William Rush Dunton, Jr.,
Chairman.

Dr. Dunton: All the society has to do is to record its approval of adopting this journal as its official organ. It is an individual matter as to whether the journal comes into existence. It is a matter of subscriptions and I will distribute the cards to be signed, and I would request that an opinion be given thereon as to the adoption of this international journal of occupational therapy as the organ of this society. I would move to that effect: That the international journal of occupational therapy be made the official organ of this society.

Mr. Thomas is here representing the publishers, and if there are any questions you want to ask him, I am sure he will gladly answer them.

President Hall: Before the discussion of the report of the Committee on Publications, Mrs. Slagle has an announcement to make.

(Mrs. Slagle announced the luncheon of the Reconstruction Aides to be held at the close of the morning session.)

President Hall: Any discussion on Dr. Dunton’s report; has anyone anything to say? Before committing ourselves on the question of a special journal we ought to have all the facts before us clearly as to what the cost will be. We are a comparatively small society; we have at most only about four hundred members. Such a journal would, of course, go to libraries and other places that would subscribe. There can be no question in any one’s mind as to the value of such a journal if we could have it; it is only a question of our affording it.

A Member: Mr. President, may I ask if the advertising from firms who sell to all these occupational therapists, if that would not help bear the expense?

Mrs. Rockwell: Who will do the advertising?

President Hall: Mr. Thomas, will you kindly come forward and tell us about your proposition.
Mr. Thomas: Mr. President, I have been asked to tell you just what our publication proposition would be. It would be a standard size scientific periodical of about 7½ inches by 10 inches, and it was our proposal to issue a journal of about 500 pages to a volume bi-monthly, the subscription being $5.00 to outsiders and $4.00 to members of the association. The association at all times exercises full editorial control, and that includes not only the text matter but also advertising matter; we submit all advertising matter to your editorial board; they pass on it and say whether or not it is acceptable; if it is not, we have no interest in it. I might say that our concern publishes about sixty scientific journals of proceedings of scientific associations. I think we can give you an extremely desirable journal. I am not trying to sell you a journal if you do not want a journal. I was asked to come here by your publication committee. If your committee sells you, we can give you what you want and we will be very glad to do it.

Mrs. Slagle: Mr. Thomas, will you name to the audience some of the journals that you publish?

Mr. Thomas: The journals of the Rockefeller Institute, Experimental Medicine, the American Journal of Physiology, Pathology, Chemistry, and a great many monographs. Wistar Institute—these include such periodicals as Neurology, two journals of Anatomy, Abstracts of Bacteriology, Journal of Bacteriology, the Journal of Psychology, and I could go on indefinitely. We have about sixty journals in the field. We publish more scientific journals than any other firm. We will probably add forty or fifty journals in the next five or six years. I will be glad to answer any questions that anyone would like to ask. I understand that you have about four hundred members, and I believe that inside of two or three years we could put your journal on a self-supporting basis. We may make it self-supporting inside of a year, but that is something for the future to determine. As to advertising, I know that it takes a great deal of hard work to secure advertising and I know that you have to have a circulation before you can sell advertising.

Mrs. Meyer: I should think the large firms in your or other cities would be glad to advertise.

Mr. Thomas: We have always found that advertisers were really never glad to advertise. They hate to advertise.
Mrs. Rockwell: How large a circulation would be necessary?

Mr. Thomas: If the society would give me a reasonable number of subscribers I would not have any scruples about attempting a publication for the society. Sometimes we ask for a financial guarantee. You have a membership of 400. Two hundred of them ought to take the journal. I might be influenced one way or another, just as I saw what the financial condition of the members was. We take care of the financial, the business end; that is our responsibility. Your responsibility is the editorial responsibility; our responsibility is the business responsibility.

A Member: The subscription, in signing this card, that is absolutely voluntary, Dr. Dunton?

Dr. Dunton: The object in getting out this card is to establish the journal if we can get enough subscribers. The subscription of $5.00 is entirely separate from any membership fee or anything of that sort, and this first year there would not be a $4.00 subscription which Mr. Thomas and I discussed and which was discussed in the Quarterly. That would require action of the society. This is entirely a personal affair, this signing of the card, and what I am after now is the vote endorsing this publication. The Publication Committee needs an outlet. What is proposed at the present time is outside of any action of the society, but if we start the journal, this outside group who are willing to underwrite it, we want the assurance that they will get material from the society, and that is the reason that action is necessary.

Mrs. Slagle: Mr. President, may I mention another point? Mr. Thomas came to New York for one of the board meetings, and I think almost every point that you have heard was mentioned at that meeting, and one more that might be of interest—that persons needing the services of workers might advertise and workers also, and that there might be that sort of a page in the magazine such as there is in the Survey and other magazines of that character. That was another point that had been overlooked, Mr. Thomas, that we discussed that morning.

A Member: Do I understand that The Modern Hospital would be discontinued?
Dr. Dunton: Not at all. The department in *The Modern Hospital* has a definite function. But we gave them practically all of the papers which were read in Philadelphia last year. We gave them ten. There were others which we felt were not dignified enough for that publication. They were able to publish three of them, and here we are getting farther and farther behind in our publication. I do not want to interfere with *The Modern Hospital*, but we need a special journal and *The Modern Hospital* is not a special journal on occupational therapy. It has a department on the subject, and a great many of the local items or news items *The Modern Hospital* can handle very much better than the journal which we contemplate publishing. The journal that both Mr. Thomas and I have in mind is in the nature of an archive, a dignified publication which would be used as a work of reference in future years on account of the high character of the articles it contains.

Mrs. Rockwell: The editorial committee will be how chosen, and will it be dignified? I want to be sure that it is going to be dignified.

Dr. Dunton: The idea is to have this journal under the supervision of the Publication Committee of this society. It rests with the House of Delegates who is chosen on that committee.

President Hall: I want to say for *The Modern Hospital* that it is proposed to continue our occupational therapy section there. The space is limited to be sure and not adequate at all to the needs of the society. At the same time they have done pretty well by us, and if it does not seem expedient this year to assume the responsibility of a journal, I think I can promise that a good deal of proper news will get into the columns of *The Modern Hospital*. We are not able there to publish long papers, or rarely, because the space is so limited, but what I am proposing for the coming year is that we should publish extracts of papers, the gist of papers, and to ask the writers of these papers to get them published wherever they can in medical journals or wherever in the general medical and nursing field opportunity may be found. It seems to me that while no one can question the great need of a journal, national or international, such as has been described, that we ought to think twice before we make up our minds, before we decide fully, because this is an important matter and it involves a very considerable expense. *The Modern Hospital*—I do not know how
many members of this society have subscribed to The Modern Hospital. I wonder—just as a matter of interest, I would like to know how many people here subscribe to The Modern Hospital. Will you kindly raise your hands? (A majority of the hands were raised.) A good showing, almost the whole crowd. There has been some good papers published there and I do not think we are very badly off if we let it go for another year. However, this is entirely a matter for the society to decide.

Dr. Dunton: The society assumes no financial responsibility at all; it is entirely individual. If enough people subscribe to the amount to make this journal possible, then the journal will be inaugurated. Of course, its success depends upon the character of the papers published and upon the support which it gets from advertising and from subscribers, but here is an opportunity which it seems to me we ought to seize if we can. All the society has to do is to give its permission to turn the papers read before it over to this journal; that is the only question before the society.

President Hall: You are also asking for a subscription to the journal?

Dr. Dunton: Surely, but not as a society, and the society assumes no responsibility. Here is another point. Dr. Hall says he wishes abstracts of the papers and then these papers will be published in other journals. Do you want to subscribe to The Modern Hospital and The Trained Nurse and The American Health Nurse, or whatever it is, to Hospital Management, and all of those others? We want our specialty concentrated just as the sweater manufacturer has his specialty concentrated in the Sweater News. I see nothing to gain by waiting over a year; the society does not spend a cent; you and I each spend $5.00; the society does not.

A Member: I would like to ask: If we do not subscribe for this journal, if there is no other way of taking care of the printing of the proceedings of this society better than we have had in the past? It seems to me that it is deplorable that the proceedings should drag on year after year unpublished, and it seems to me very important that we should have an individual journal. The only question that I can see about this matter of subscription is individuals. We know that the salaries of occupational aides are not munificent, and it just came
to my mind that that might be cleared up to a certain extent with the thought that those aides who are congregated in one hospital might get that hospital to subscribe to this journal and keep it in its library and files. I think it is very, very important that we should get occupational therapy news as strongly as possible before the medical superintendents of the hospitals of this country. They do take The Modern Hospital most generally, but our experience is that The Modern Hospital goes to the library. The physicians and the medical staff and the nursing staff pick it over by the contents printed, but by constant effort on the part of the occupational therapy staff we get an occupational therapy article out of that journal pushed under the nose of the physician. We make it our business to see that it does get under the nose of the physician, and if we cannot do it in any other way we mark a journal and lay it on his desk and say, "What do you think of that?" It seems to me that we should use all our efforts toward bringing this to the attention of hospital superintendents and medical and nursing staffs as much as possible. If we could have an individual journal, might it not take the burden from the individual aide and might they not think of it as worth introducing into their hospital and to subscribe for this journal as well as for The Modern Hospital?

Dr. Dunton: I move: That the proposed international journal of occupational therapy be adopted as the official organ of this society.

Mrs. Meyer seconded the motion and it was carried.

President Hall: Mrs. Slagle has just handed me a paper on which she has written five words. They are: "We will never get through," so that I think we will now proceed to the next on the program, which is the report of the Secretary, Mr. Haas:

REPORT OF THE SECRETARY OF THE NATIONAL SOCIETY FOR THE PROMOTION OF OCCUPATIONAL THERAPY FOR 1921

It is a pleasure to report that the society has grown more rapidly during the past year than in any preceding year; 248 members having been added to our list. This number is divided between active 189, associate 42, and sustaining 17, thus bringing our total membership to 450. It is interesting to note that the larger part of this new membership is active. This has always been true but the proportion of active to all members has never been quite so large. The number of sustaining members admitted during the year, while an increase on preceding years should have been many times larger. The secretary wishes to call atten-
tion to the fact that the receiving of so large a group of new members entails a great amount of work upon his office, almost 1100 letters having been sent out during the year. This means about four and a half letters to each person received. This large cost in letters per capita is not due to a complex system of receiving members, but is explained by the fact that many applications are received from persons whose interest seems to drop to 50° below zero when notice of election and request for dues is received. Another cause is the fact that lists sent the secretary of persons interested in receiving application blanks often produce as low as 10 per cent in returned applications. The secretary believes that better results might be obtained in the future if the compilers of these lists requested sufficient application blanks and data, presenting these personally and returning them to the secretary when filled out. Some lists have been received which produced so few returns that it appears they were compiled by some over-zealous, person, with the aid of a local phone book. It is only thus that the large number of applications on file from whom no response can be obtained after notice of election has been received may be explained. Changed address or wrong address cannot be entertained as the reason for this, because the secretary's mail is not returned by the post-office. There are 50 of these dead applications now in the secretary's files, all received during this year. Sixteen of these were first notified of their election on September 20, 1920, and have been notified several times since without results. Hardly a single group of applications are presented to the board but contains several of these dead ones. The secretary would like to recommend a way to eliminate the confusion the carrying of these applications in his files makes. This can be accomplished by the inserting of either of two clauses in the new constitution. No. 1. Checks for initial dues for membership must be mailed by the applicant to the secretary within thirty days of date of notice of election, or the application shall be considered void and may be destroyed by the secretary. In such a case the applicant can resubmit his application for the Board's approval by mailing it to the secretary accompanying it with his check for dues. No. 2. All applications for membership shall be accompanied by the dues for the class of membership sought. Dues shall be returned by the secretary in case the applicant is rejected by the Board (this clause of the constitution shall be printed on all application blanks.) The secretary favors clause No. 2.

<table>
<thead>
<tr>
<th>Balance on hand September 24, 1920</th>
<th>$0.87</th>
</tr>
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<tbody>
<tr>
<td>Received for expenses of office for the year</td>
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<td></td>
<td>$30.87</td>
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<table>
<thead>
<tr>
<th>Expenditures for the year September 24, 1920 to October 15, 1921</th>
<th>$27.67</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance</td>
<td>$3.20</td>
</tr>
</tbody>
</table>

President Hall: You have heard the report of the Secretary. What is your wish?
Dr. Dunton: I move: That the report of the Secretary be accepted.

Miss Johnson seconded the motion.

Mr. Kidner: Mr. President, I want to discuss that. I do not think the suggestion that these two minor matters should be incorporated in the constitution next year is at all necessary. I should like to modify as an amendment that the report be accepted and that those two recommendations be referred to the incoming Board of Managers with the request that they incorporate it into their office regulations.

Dr. Dunton: I did not understand that they were constitutional amendments. I accept Mr. Kidner's amendment; they properly should be "office regulations."

Mr. Kidner: I move, Sir: That the report of the Secretary be accepted and that his recommendations be referred to the incoming Board of Managers with the request that they be carried out by the board as official regulations, not as amendments to the constitution.

The motion was seconded and carried.

President Hall: Next on the program is the report of the Treasurer, Miss Taber.

REPORT OF THE TREASURER

Balance ....................................................... $393.66
Receipts ....................................................... 998.30

Total ....................................................... $1391.96
Payments ....................................................... 917.87

Balance October 18, 1921 ..................................... $474.09

I think that should be sufficient to cover the expense of the convention, or at least Dr. Dunton seems to think that it will. There seems to be one difficulty, that of ascertaining where the different members are, which I hope will be obviated in future by combining the offices of secretary and treasurer. That will eliminate a great deal of confusion. Some times people send money to me and sometimes to Mr. Haas. I cannot tell you how many notices we have sent out to different members. If any members have not paid their dues recently, or have not received notices from me, I wish that you would come to me and let me know or leave word at the desk. Also if you have received any complaints from any members, I hope that you will let me know. It is our only way of getting an absolutely correct list of members. I want to ask especially that the members of Illinois who attended the Chicago convention in 1919 will tell me of any mistakes made at that time.

Marion R. Taber.
President Hall: You have heard the report of the Treasurer. What is your wish?

It was moved: That the report of the Treasurer be accepted.
The motion was seconded and carried.

President Hall: The next report is that of the Committee on Finance, but I think that was incorporated in the report of the Treasurer, so we will pass it. The next is the report of the Committee on Admissions and Positions, Miss Susan C. Johnson, Chairman.

REPORT OF THE COMMITTEE ON ADMISSIONS AND POSITIONS

The report of this Committee has been labeled for several years under an anonymous title. "Admissions and Positions" sounds very well but does not mean much as we have worked on it. By consent of the board and direction of the president the second year of the society the chairman of this committee was instructed to make the duties of the committee what she and her associate members wished. We have all been persons who have been interested in the educational problems of the occupational aide, and we have worked more along that line than might be expected according to the name of the committee. During this year, as all of you know, the duties which might naturally fall under "Admissions and Positions" have been distributed, as they rightfully should be, among the officers and the members of the board of the society.

During the last fiscal year matters of placement of occupation aides have generally been referred by this committee to Teachers College, Columbia University or to the New York Occupational Therapy Association.

An effort to gather information for a general report from all centers in the United States which are concerned with placement and which would show the number and grade of positions filled and the salaries of each during the year, has been only partially successful and is as shown on opposite page.

Reports requested from four other centers directly or indirectly centered with placements have not been received, including the United States Public Health Service.

The New York Occupation Therapy Association reports one position with a private patient, salary $25 per week and hotel maintenance.

Teachers College reports eleven requests recorded for Aides which could not be met because of lack of candidates and a number of others unrecorded.

Philadelphia School reports higher salaries paid to graduates in positions outside of Pennsylvania than within and no difficulty in placing graduates.

Missouri Association reports great need for publicity and assistance from the National Society for the Promotion of Occupational Therapy in the problem arising from lack of standardization in titles, salaries and status of occupation therapy aides in state institutions.

Miss Susan Tracy reports continuous work in training nurses to carry on occupation therapy in hospitals.

Boston School of Occupation Therapy reports that all work in placement of their graduates is turned over to the central Placement Bureau from which no report has been received.
<table>
<thead>
<tr>
<th>Association or Agency</th>
<th>Grade of Positions Filled</th>
<th>Total</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>New York Occupational Therapy</td>
<td>Grade not specified in report</td>
<td>90</td>
<td>$900 to $1980 and maintenance</td>
</tr>
<tr>
<td>Association</td>
<td>Director or Supervisor</td>
<td>0</td>
<td>$600 to $1800 and maintenance</td>
</tr>
<tr>
<td></td>
<td>Head aide and assistant to Director</td>
<td>5</td>
<td>$2400 without maintenance</td>
</tr>
<tr>
<td>New York Tuberculosis Association</td>
<td>Assistant aides</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Director or Supervisor</td>
<td>4</td>
<td>$1300 without maintenance</td>
</tr>
<tr>
<td></td>
<td>Head aide</td>
<td>0</td>
<td>to</td>
</tr>
<tr>
<td></td>
<td>Assistant aides</td>
<td>3</td>
<td>$1800 with maintenance</td>
</tr>
<tr>
<td>Teachers College</td>
<td>Director</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Head aide</td>
<td>7</td>
<td>$600 to $1200 and maintenance</td>
</tr>
<tr>
<td></td>
<td>Assistant aides</td>
<td>13</td>
<td></td>
</tr>
<tr>
<td>Philadelphia School</td>
<td>Director</td>
<td>1</td>
<td>$900 with maintenance</td>
</tr>
<tr>
<td>College</td>
<td>Head aide</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Assistant aide</td>
<td>1</td>
<td>$1800 with meals</td>
</tr>
<tr>
<td>Milwaukee Downer College</td>
<td>Assistant aide</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>College</td>
<td>Directors</td>
<td>13</td>
<td>$600 to $1800 and maintenance</td>
</tr>
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<td></td>
<td>Head aide</td>
<td>7</td>
<td></td>
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<tr>
<td>Missouri Association</td>
<td>Assistant aide</td>
<td>7</td>
<td>$600 to $1800 and maintenance</td>
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<tr>
<td></td>
<td>Instructors in hand crafts in schools</td>
<td>3</td>
<td>$2000 with lunch</td>
</tr>
<tr>
<td>Chairman of Committee on Admissions</td>
<td>Assistant aides</td>
<td>4</td>
<td>$1200 with meals</td>
</tr>
<tr>
<td>and Positions</td>
<td>Head aide</td>
<td>1</td>
<td>$1300 with maintenance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td>Director</td>
<td>19</td>
<td>163</td>
</tr>
<tr>
<td></td>
<td>Head aide</td>
<td>20</td>
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</tr>
<tr>
<td></td>
<td>Assistant aide</td>
<td>31</td>
<td></td>
</tr>
</tbody>
</table>

Matters relative to admissions to the Society during the fiscal year have been attended to by the officers and the Board and not by this Committee.
FIFTH ANNUAL MEETING

This committee has held one meeting during the year in New York on Feb. 9, 1921. Those present were Mrs. Carl Henry Davis, Mrs. Clyde M. Myres, Miss Isabelle Stewart, Miss S. C. Johnson.

The transference from this committee to the Secretary of the society of all matters relative to "Admissions," as proposed by the society was not favorably received by the committee.

A discussion upon ways and means of carrying on placement and creating and maintaining standards in salaries and status of aides brought out a concurrence of opinion upon the desirability of having all these matters placed in the hands of a national placement bureau rather than under a committee. This emphasized the need for a national headquarters with at least one paid official.

Matters relating to training and preparation of aides to hold positions were discussed. The committee favored the establishment of training courses for occupation therapists within or under the auspices of the educational institutions of the country already established rather than the establishment of separate and individual schools for occupation therapists. A comparison of the courses established at Milwaukee Downer College and Teachers College showed a close similarity between the two courses both as to prerequisite, subject matter, practice teaching, and credentials granted.

The committee feels strongly that this society should have a standing committee on "Education" which will carry on work directed toward the establishment of uniform standards in the training and certification of aides and the advancement of the professional status of the occupation aide, and it recommends that such a committee be properly appointed at an early date.

SUSAN C. JOHNSON,
Chairman of Committee on
Admissions and Positions.

President Hall: You have heard the report of the committee. What is your pleasure?

Mrs. Slagle moved: That the report of the Committee on Admissions and Positions be accepted.

The motion was seconded and carried.

President Hall: Next in order is the report of the Committee on Research and Efficiency, Mr. Kidner, Chairman.

REPORT OF COMMITTEE ON RESEARCH AND EFFICIENCY

Your committee begs to report as follows:
1. The most important matter to be reported upon is the work of the Medical Workshop at Marblehead, Mass.

It will be remembered that about two years ago a generous friend of the cause, Miss Anne Hampton Barnes, of Marblehead, placed funds at the disposal of Dr. Hall for the establishment of an experimental "Medical Workshop" at
Marblehead, in which various models and kinds of work could be tried out for the benefit of occupational therapy workers and their patients in general. One year ago, at our last annual meeting, Dr. Hall requested that the National Society interest itself in the general supervision of the Workshop, which the Society agreed to do, and named the Committee on Research and Efficiency for the purpose.

Up to the present, the experiments have been confined almost wholly to the making of wooden toys. A first-class designer, Mr. Philip Von Saltza, was engaged and many excellent models have been devised; everything made in the Workshop being from an original design.

The merit of each new design is tested in two or three ways:
(a) As to its salability to the general public; this being done by means of a sales shop which is established in the Workshop building and attracts many visitors.
(b) As to its feasibility for use in hospital workshops, classes, and other fields, and its adaptability to the need of patients.
(c) Its salability in these various centers.

To enable the designs to be tested under (b) and also to provide occupational therapists with suggestions for enriching their courses of work, the Medical Workshop sends out descriptive illustrated circulars of the various designs for toys which have proved to be locally successful. In the circulars the Workshop offers for sale at reasonable prices the finished toy, or, blocks, "Rough Hewn" ready to be sanded, assembled and painted. A large number of samples are also being sent out free of cost to inquirers.

The reports of results with a given design in various hospitals and the frequency of "Repeat Orders" enables the Workshop to decide whether a design should be continued or given up.

Other methods of getting new ideas before occupational therapy workers are being devised, as the officers of the Workshop feel that a closer touch between the Workshop and workers in the field will greatly enhance its usefulness.

The Workshop invites occupational therapy workers to come and study the methods and designs at leisure.

During the past year several hundred inquiries have been received and dealt with by the staff of the Workshop; about 75 hospitals, including a number of government hospitals for ex-Service men, have purchased finished samples and a large number of unfinished blocks; and 30 students have spent some time studying at the shop.

A well equipped machine wood-working room has been provided and two first class workmen are constantly employed. In addition to the financial support that Miss Barnes has provided, she spends most of her time at the Workshop, either in the business management and correspondence section, or in the workrooms. Dr. Hall has also given valuable assistance throughout.

Your committee is of the opinion that the establishment of the Medical Workshop has abundantly justified the hopes of its founders that an experiment station would prove useful and valuable to the cause of occupational therapy, and begs to recommend that the hearty thanks of the society be tendered to Miss Barnes and Dr. Hall for the great service rendered by them in its establishment and successful conduct.
If suggestions which may lead to still greater usefulness may be permitted, your committee begs to suggest the following:

(a) That members of the society be urged to make more use of the Workshop; not only by asking for advice and obtaining designs from it, but also by sending in suggestions to be worked out and passed on for the benefit of others.

(b) That some arrangement be made whereby occupational therapy workers who might be able to spend some days or weeks at the Workshop might be sure of obtaining board and lodgings at a reasonable rate, in Marblehead.

Note: In making this suggestion, your committee has in mind the fact that the unequalled facilities of the occupational therapy shops established by Dr. Hall at Devereux Mansion, and famous as the pioneer hospital shops of the country, are open to graduate instructors at a very moderate fee per diem. Weaving, basketry and other crafts are carried on with a very high degree of efficiency in the Devereux Shops; the weaving products being especially beautiful and varied.

(a) That some other form, or forms, of work, in addition to toy making, be taken up as soon as possible, and experiments made for the help of workers.

(d) That the society consider seriously the establishment at Marblehead of a permanent post-graduate school at which Summer or Winter courses could be provided and to which individual instructors could also go at any time during the year, to "brush up" or widen their knowledge of therapeutic occupations.

2. Your committee begs to record, with pleasure, that a Canadian Society for Occupational Therapy has been formed and appears to have a successful future before it.

3. Your committee also deems it worthy of mention that standards have been laid down by the United States government for the amount and kind of space to be allotted for occupational therapy classes in tuberculosis hospitals for ex-service men. These standards are set forth in Report No. 24 of the U. S. Public Health Service, June, 1921, and in Reprint No. 667, Public Health Reports, a copy of which is attached:

Each of the various government tuberculosis hospitals now being planned and erected will, therefore, provide generous space for arts and crafts and other subjects.

The same is true of the hospitals being erected by the government for ex-service men suffering from mental and nervous disorders, although the standards have not as yet been published. Our members can, however, be assured that the provision of rooms and workshops for occupations is adequate, as the standard plans which are being followed are the result of close cooperation and a great deal of study on the part of some of the leading psychiatrists of the country who are enthusiastic believers in the value of occupation as a curative measure.

T. B. Kidner,
Chairman of Committee.

OCCUPATIONAL AND PREVOCATIONAL THERAPY

[Reprinted from Report No. 24, United States Public Health Service]

While much of the work of occupation and prevocational therapy is carried on in a sanatorium in the wards and on the porches, especially in the semiambulant patients' quarters, it is necessary to provide a center for this work to which an
ambulant patient may go when his condition permits, and from which the work may be directed.

In small institutions, the occupation therapy center or "vocational building" (as it is sometimes termed) is usually combined with the community building, but in large institutions a separate unit is usually arranged.

**VOCATIONAL BUILDING**

In considering what accommodation is necessary for occupational activities in institutions devoted to the care and treatment of ex-service men, the fact must be borne in mind that under the provisions of the Vocational Rehabilitation Act many of the men, before leaving the sanatorium as arrested cases, enter upon courses of prevocational education, leading to subsequent vocational training for some new occupation. Such work is also of value in helping to harden patients physically while they are still under medical supervision. Provision should therefore be made in a sanatorium not only for the work which is given for therapeutic purposes, but also for prevocational work which will lead to or form an introduction to specialized instruction after a man leaves the institution.

*Accommodation required.*—Until a man reaches the fully ambulant stage, practically all the occupational therapy work can be done either in the wards or on the porches, in the hospital, and semiambulant patients' quarters. It is convenient, therefore, to have a store closet for materials or, better still, a small room on each floor of the hospital building and in each of the pavilions for semiambulant patients. Beyond that, an office for the chief aide, a storeroom for supplies, and a room with a bench or two where work done on the wards can be finished will usually meet the needs of the work which is given to patients who have not reached the ambulant stage.

For patients who have reached the ambulant stage, a much wider range of work can be undertaken. Various rooms are required, and there is need for special quarters in what may well be termed a "vocational building."

Broadly speaking, the work may be divided into classroom subjects and shop work. The classroom subjects will vary scarcely at all in different parts of the country, but the shop work may be supplemented or varied by gardening and agricultural work where climatic and other conditions permit.

The exact number of rooms to be planned will depend upon the size of the hospital, but provision should be made so that at least 75 per cent of the ambulant patients can be accommodated, either in classrooms or shops, at one time. It may be considered that this is high, but it must be remembered that the hours of "exercise" are limited; also, that semiambulant patients nearing the stage of full exercise are often directed by the physician to take periods in the classes or shops.

*Suggestions for rooms.*—Administration:

(a) An office for the chief aide; say, 10 by 12 feet.

(b) A storeroom for materials; say, 10 by 12 feet.

(c) A room for finishing (assembling, varnishing, dyeing, enameling, etc.); say, 12 by 18 feet.

(d) An office for the vocational director; say, 10 by 12 feet.

(e) A storeroom for stationery, books, and other supplies for academic classes; say, 6 by 12 feet.
(f) A storeroom for shopwork supplies; say, 10 by 25 feet.

(g) Toilet rooms for male and female instructors.

(h) Toilet rooms for students.

Classrooms.—Because of the individual nature of the instruction, classes should not exceed 16 students. The floor space should provide not less than 35 square feet per student; thus a room 20 by 28 feet would accommodate 16 students. The room should be lighted on one of the long sides, with windows of the side-pivoted type preferably, the light to come from the left of the students. The radiation should be installed below the windows, and a foul-air vent arranged either in the ceiling or high up in the opposite wall. Standard blackboards of slate (or, in temporary construction, of hylolite) should be installed on the wall at the rear of the teachers’ desk and on the wall facing the window. A sink for washing blue prints should be installed in the drafting room; size, about 18 by 30 inches.

Generally, four branches of study should be provided for:

(a) Academic.

(b) Typewriting.

(c) General commercial.

(d) Mechanical drafting.

Provided that properly deadened floors are installed, the classroom may be in the upper story of the building in which the shops form the ground floor.

Shops and laboratories.—While suggestions will be made as to sizes of units, it is well to arrange that the interior partitions be of light construction and installed in such a manner that they may easily be moved should changes be necessary. Factory-type windows are desirable and they should extend to the ceiling. At least 50 per cent of the sashes should be capable of being opened, preferably horizontally, on side pivots. Light on two adjacent sides of the room is desirable and the window-glass area should be not less than one-fourth the area of the floor space.

Each unit should accommodate from 10 to 12 students and should provide not less than 150 square feet of floor space for each student. The floors should be of heavy groove-and-tongue batten or wood block. Ceiling should be not less than 13 feet high.

The following are typical of the subjects often given in shops in a sanatorium for tuberculous ex-service men:

(a) Watchmaking, jewelry, engraving, etc.

(b) Tailoring.

(c) Shoemaking (provide for a 5-horsepower electric motor).

(d) Commercial art.

(e) General technical shop or laboratory, used for arts and crafts work of more advanced type than is possible in bedside and ward occupations; also for “try-out” work in cases where the indications as to a student’s capacity, inclinations, etc., are not clear. (Provide for a 10-horsepower electric motor.)

In sanatoria in which gardening, agriculture, and other outdoor work form a part of the active features of the vocational classes, it is probable that shoe-making or tailoring or both would be omitted. Instead, a laboratory for science related to the outdoor studies would probably be installed.

In each workshop water should be laid on and a kitchen or other working sink installed.
President Hall: You have heard the report. What is your wish?

Mrs. Slagle moved: That the report of the Committee on Research and Efficiency be accepted.

The motion was seconded and carried.

President Hall: Next is the report of the Committee on Installations and Advice, Mrs. Slagle, Chairman.

REPORT OF COMMITTEE ON INSTALLATIONS AND ADVICE

At no time during the year has it been possible to call this Committee together as a whole but Mrs. Rockwell, Miss Robeson and Dr. Dunton made trips to New York to advise with the Chairman and the other members have written their suggestions, except Dr. Pattison who has always been generous with his time in advising with the Chairman of this Committee.

I take pleasure in submitting the following report:

Immediately following the Annual Meeting in Philadelphia, the Chairman of this Committee was made Chairman of the Committee on Occupational Therapy, Division of Health, General Federation of Women's Clubs. The duties requiring recommendations as to the ways and means of educating women regarding the necessity of using this important medium, occupational therapy, in hospitals and in many community activities. To date, we have recommended to twenty-four State Federations the appointment of chairmen, either personally known to be interested or recommended by persons familiar with the need. An outline for initial work was prepared, accepted and published by the department under which the committee exists. The Federation, with a membership of 3,000,000 is an important factor in community life and interests. Your chairman would be glad to receive written recommendations in the matter of local help. How can club women be of service to you? The recommendations can be compiled and submitted to the clubs throughout the country. Many of you know that the Biennial is to be held at Chautauqua next June; space has been asked for an exhibition from schools throughout the country and it has been granted. We recommend that each school of occupational therapy send a representative to Chautauqua—not only with an exhibit of the work done in the schools, but your programs and all of the information available that may be given to the women there assembled. It is an opportunity to talk scholarships, local programmes, state program legislation, the particular problem of the home-bound, and how club women can help intelligently. We have this chance with the largest organized group of women in the world—what will you do with it?

A recent article in the Open Window regarding the National Society and the activities of the New York Society has brought to Mr. Haas and me a large number of the most pathetic appeals. More and more the National Society must act as a clearing house for advice along these lines, not only occupational therapy, but invalid occupations. Miss Ellen James of St. Joseph, Missouri, is at present acting as volunteer secretary to me in all matters pertaining to possible club affiliations and I have asked her to read the data, which she has most pains-
takingly prepared, at the conclusion of this report and as a part of it. Most of
these letters have come to us recently, but mention is made in this order that
there may be the logical connection in your minds with the service club women
may render in the many states where state organizations do not exist. Where
there are state societies, will it not be easily possible for the chairman of this
committee to refer the inquiries of these poor invalids and the state society work
through clubs? Will you not give this matter your earnest consideration that
we may meet intelligently the requests of persons who through their disabilities
have a right to expect our consideration? These letters represent a most touching
appeal.

In April, Dr. Pattison of the National Tuberculosis Association, called upon
your chairman to advise a suitable way in which occupational therapy could be
included in what seemed an already over crowded program of the annual
meeting of the Tuberculosis Association. The notice was short and it did not
seem an easy task to undertake an exhibition and luncheon. A call was sent out
to local workers and a splendid response was made, not only for an exhibition
which was fine but also for speakers. The members of the committee were—Mrs.
C. J. Sullivan, Miss Susan Johnson, Mrs. Clyde Myres, Miss Dorothy Carmer,
Mrs. James Switzer, Miss Marion R. Taber, Mrs. Ruth Harter, Miss Evelyn
Collins. The luncheon arranged by the committee in connection with the annual
meeting of the National Tuberculosis Association was a delightful occasion and
fully repaid the committee for any effort expended in bringing together so dis­tin­
guished a group of medical men and so interested a group of occupational
therapists. The keynote of all the inspiring addresses given by the physicians
was not what occupation therapy is but how it is given! Each speaker laid em­
phasis upon the value and necessity of prescription. Dr. Phillip King Brown
of California urged the necessity, both for the protection of the patient and the
protection of the aide in administering work as a therapeutic measure. Dr.
Hall, President of the National Society for the Promotion of Occupational
Therapy, was the first speaker and the others who followed were: Lt. Col. William
Hart, Department of Soldiers' Civil Restablishment, Ottowa, Canada; Dr. T. W.
Jackson, Assistant Director of the Department of Health, Harrisburg, Pa.,
Mr. Bird S. Coler, Commissioner of Public Welfare, New York City, who attended
the luncheon entirely unofficially, showing his respect for the occupational work in
the city institutions and responding most graciously to the request to address
the assembled group. Dr. Robert J. Wilson, Willard Parker Hospital, New
York City, and Dr. Bayard T. Crane of Rutland, Massachusetts, who opened the
first vocational training classes for tuberculosis patients, a real pioneer in the
work.

Your chairman has spoken in the interest of six state society or training schools.
In November in Chicago, Illinois, when the state society held an enormously
popular exhibition at the State Progress Convention held in the Coliseum in
Chicago; in Baltimore, Maryland, at the Maryland Institute; in Philadelphia,
under the auspices of one of the large clubs where occupational therapy and
education shared a popular program. The student class in training and a
group of post-graduates led by the Dean of the Philadelphia, School, Miss Flo­rence Fulton, attended in a body; at Teacher's College, in the regular course
given under the Department of Nursing and Health; in Boston at Huntington Hall, in the interests of the Massachusetts Society and the Boston School of Occupational Therapy. We were further honored in being asked to participate in the round-table on occupational therapy at the meeting of the American Psychiatric Association in Boston. Dr. Hall, our President, spoke on Dollars and Cents in Occupational Therapy and your Chairman spoke on the Organization of a department of Occupational Therapy from the standpoint of the aide. I may add that a lively discussion followed a remark to the effect that the demand was for a super-woman, in type, to carry on the work with us, adequate provision for a department, much less the social life of the aide, and, in all too many cases, no previous preparation for the internal adjustments necessary to the establishment of a new department within the hospital. Also at Ogdensburg, New York, before the Northern New York Federation of Women's Clubs in the interest of the New York State Society. At this meeting, I emphasized the desirability of individuals knowing the needs as they existed in communities and of concerted effort during the year to secure pupils for training schools and also scholarships.

Your chairman was invited to outline the general plan or manual for the Occupational Therapy Department of the National Sanitorium at Johnson City, Tennessee. The plan of organization was accepted with minor changes, and this plan with few modifications, was adopted at the Marion National Sanatorium, Marion, Indiana. The installation of occupational therapy under the same general plan in these two permanent sanatoria devoted to the care of ex-service men has seemed a very important piece of work.

This committee notes with increasing regard the activities of the Junior League in occupational methods and activities. The Detroit Chapter, which has recently asked advice in taking on a large piece of work along occupational and allied lines and the Bridgeport, Conn., Chapter have conducted activities under our advice for the past year and, again, under our advice are enlarging their activities and, beside the hospital work which they are now doing, will inaugurate a workshop, cooperating with Miss Root of Stamford, Conn., thus forming the nucleus of a Connecticut society. In connection with the work in Connecticut, I wish to say that your chairman spoke before the State Federation in June to a most enthusiastic group of women whose practical turn of mind led large numbers of them to the medical workshop in Stamford the following day and whose generous, unsolicited fee, made a nice contribution to the work of the New York State Society. Helping with plans for work with Home Bound in the Oranges is the latest Junior League program upon which I have worked.

Requests have come for advice from superintendents of hospitals specifically upon the problem of installation, organization, and personnel, also from schools for the feeble-minded, from the U. S. Public Health Service, and from the Federal Board for Vocational Education.

In the society which I have directed the past year, we have registered 115 aides and have placed or helped to place ninety registrants. This activity manifestly belongs to the National Organization though the New York Society has developed it splendidly and generously. Requests for advice have literally poured in from Maine to California and from Minnesota to Louisiana. Your chairman has realized her limitations in replying to many of the inquiries but many of the requests have been worked over in the wee sma' hours after the heavy work of the day has been done.
Among lectures given, and where there was the most appreciative expression of the work, was one before the special Federal Board training course for blind teachers given at Columbia College. In connection with the blind and their special problem it was the good fortune of your Chairman to be called upon for advice by a blind person of considerable wealth in making her will, it being her desire to have those suffering from the same disability benefit by her death. Therefore, we are now considering a plan whereby her home may be made a recreation house for the blind, a memorial to a very devoted brother. As soon as other details are disposed of, I will be in a position to help her make a proposal to the New York State Society.

One of the problems in giving advice, as the requests come from various states, is how to get the individual seeking advice interested in the activities of the National Organization, how to get the individual to look beyond his own boundaries and seek statewide activity, and in turn to make state organizations strengthen their work by cooperating with the national organization until by its own manifold interests it proves a mighty force for good throughout the country. Only in this way will our parent organization gain the whole-hearted support that counts.

ELEANOR CLARKE SLAGLE,
Chairman.

President Hall: You have heard the report. What is your wish?
It was moved, and seconded by Dr. Strickland: That the report of the Committee on Installations and Advice be accepted. Carried.

REPORT OF COMMITTEE ON OCCUPATIONAL THERAPY IN STATE HOSPITALS

It came to the attention of the Committee on Occupational Therapy in State Hospitals that the Hospital Library and Service Bureau of the American Conference on Hospital Service, located at 22 East Ontario Street, Chicago, Ill., had in course of preparation an exhaustive questionnaire, which it proposed to send to the various state hospitals of the country to secure various data regarding both administrative and medical features of hospital management. A communication was, therefore, sent to Miss Donelda R. Hamlin, Director of the Bureau, regarding the possibility of incorporating in the questionnaire, questions regarding the present status of occupational therapy in the state hospitals of the country. Miss Hamlin was quite willing to secure such information in addition to the other items about which the Bureau proposed to inquire. In view of the above situation, and the fact that questionnaires are usually accorded scant welcome in most institutions, it was felt advisable for the Committee of the National Society for the Promotion of Occupational Therapy to refrain from making any individual inquiries pending the compilation of the data received through the efforts of the above mentioned Bureau.

The Committee has been informed that there has been a delay in the preparation of the questionnaire, owing to its extensive character, and the desire to
have it formulated in such a way as to secure a maximum number of responses. However, it will be sent out as promptly as possible, and the Committee will then be in receipt of the information it was created to secure, in which case it will be prepared for presentation at the next meeting of the National Society.

C. FLOYD HAVILAND,
Chairman.

Upon motion the meeting adjourned to meet again at 2.00 p.m.