

Rules for the Government of the Retreat near York

Publication/Creation

1855

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R U L E S

FOR THE

GOVERNMENT OF THE RETREAT,

NEAR YORK.

Y O R K :

WILLIAM SIMPSON, PRINTER, 15, LOW OUSEGATE.

1855.

THE

GOVERNMENT OF THE

STATE

OF THE

REPUBLIC

OF THE

UNITED STATES OF AMERICA

AND

THE

R U L E S

FOR THE

GOVERNMENT OF THE RETREAT,

NEAR YORK,

*Adopted by the General Meeting of Directors, held at York, 28th of
6th Mo. 1855.*

INTRODUCTION AND OBJECTS.

IN the year 1793, after several Meetings of members of the religious Society of Friends held in York, it was determined to form an Establishment for the purpose "of providing a retired habitation, with necessary advice and attendance, for the members of the Society of Friends, and others in profession with it, who may be in a state of lunacy, or so deranged in mind, not idiots, as to require such a provision." And it was agreed, that the Institution should be established and supported by Annuities, Donations, and Annual Subscriptions, so long as such aids should be found needful; and that the Government should be vested wholly in the Members of the Society of Friends. The House was opened for the reception of Patients in the year 1796.

R U L E S .

I.

A General Meeting of the Directors of the Retreat (such Directors having duly qualified as described in the Bye-Laws) shall be held each year in the sixth or seventh

months. To this meeting the Committee shall present reports on the state and proceedings of the Institution, and on the income and expenditure of the year ; and the said Meeting, subject to the legal conditions which attach thereto, shall have power to alter or make Rules and Bye-Laws, and give such directions, as it may deem best adapted to promote the objects of the Institution. The General Meeting may also confirm, alter or abrogate the Orders and Regulations of the Quarterly Meetings ; and it shall annually appoint a Committee for the Management of the Institution ; such Committee to consist of the Treasurer and of seven other persons specially chosen. No person receiving any Salary from the Institution shall be entitled to attend any of the meetings for its management.

II.

In the week of each Quarterly Meeting of Friends for Yorkshire, a meeting of the Directors is to be held ; to which meeting are to be presented all minutes made by the Committee during the previous quarter. Such Meeting to give to the Committee such advice and directions as it may think proper, consistently with the general Rules of the Institution.

III.

At each Quarterly Meeting to be held as aforesaid, two Friends shall be appointed as Visitors to the Institution, for each month in the succeeding quarter ; who are authorised to inspect every part of the House at such times and as often as they may think proper. They are expected to enter in a book, to be kept for that purpose, the time of their attendance, and such remarks as may appear to them necessary or desirable. The minutes of the Visitors are to be read at the meetings of the Committee, and at the General and Quarterly Meetings.

IV.

THE COMMITTEE.

1st. The Committee shall have the inspection, control and management of the Institution; and all the Officers are required to conform to its instructions.

2nd. It is to meet once a month, or as often as it may be called together, either by the Treasurer, or by any two of its Members, or by the Medical Superintendent. It shall receive reports of the state of the patients through the Medical Superintendent, admit and discharge patients, fix the weekly or other payments to be made on their account, examine and pass bills previous to payment, audit the Treasurer's and Secretary's accounts, and cause a clear statement of the funds of the Institution to be annually prepared, and laid before the General Meeting.

3rd. It shall keep minutes of all its proceedings, for the perusal of the General and Quarterly Meetings. The Committee is to appoint three female Visitors, one of whom is to be changed every month.

4th. Three Members of the Committee shall form a quorum for the despatch of business.

V.

THE OFFICERS.

The Officers of the Institution are a Treasurer, Medical Superintendent, Visiting Physicians or Surgeons, a Secretary and House Steward, and a Matron;—the appointments of whom are vested in the General or Quarterly Meetings.

VI.

THE TREASURER.

The Treasurer shall keep an account of all monies received and paid on account of the Institution. He is authorised to give

receipts for legacies and other payments. His Cash Book shall be laid before the Committee at their monthly meetings and examined by them. He shall dispose of the balances in his hand, in such manner as the General or Quarterly Meeting shall direct.

VII.

MEDICAL SUPERINTENDENT.

1st. The Resident Medical Officer is the Superintendent of the Establishment. As master of the family he is responsible for the state of the Institution, and all the resident officers and servants are required to conform to his instructions.

2nd. The Superintendent shall visit the wards and make himself acquainted with the state of the patients, at least once in each day.

3rd. He shall give the whole of his time to the duties of his office, and shall not attend to or engage in any business or employment but that of the Institution.

4th. He is charged with the care and treatment of the patients, and with the correspondence with their friends on all topics not connected with the accounts.

5th. In addition to the answers to the printed queries, usually sent with patients, or before their admission, the Superintendent shall endeavour to obtain such further particulars relative to the history and circumstances of each case, as the friends of the patients are able and willing to supply; such information to be entered in the books of cases belonging to the Institution; and a record is to be kept therein of the history and treatment of each case, whilst under the care of the Establishment.

6th. On application being made to him for the admission of patients, he shall submit the same to the Committee for their consideration and decision; he shall lay before the Committee at

their Monthly Meetings all letters received by him relative to the admission or discharge of patients, and also furnish the following particulars relative to them.—1. A list of the patients in the house, with a brief notice of their state of mind. 2. The dates of all admissions, removals, escapes and deaths of patients during the past month; stating, in each of the latter cases, the cause of death, and the age of the patient, together with such other information as the Committee may require.

7th. The Superintendent, when he deems it needful, may discharge any of the attendants, nurses or servants, but where the case is not urgent, the Committee are to be consulted as to the discharge of those whom they have elected. The Superintendent shall, in conjunction with the Committee, select the male attendants, and with the assistance of the Matron, the nurses and house servants. The Committee shall in all cases fix the wages.

8th. On the death of any patient, the Superintendent, or in his absence the Secretary, shall, as early as may be, inform the Committee of the event, and confer with them as to the time of interment.

9th. On the escape of any patient, written information of such escape shall be given by the Superintendent to not less than three members of the Committee, on the day on which the escape has occurred, excepting when the patient escapes late in the evening or in the night, in which case information is to be sent early the following morning.

10th. The Superintendent shall not be absent from the Institution for more than a day without permission from the Committee, and before leaving he shall place the patients under such Medical and general care as is satisfactory to the Committee.

VIII.

VISITING MEDICAL OFFICERS.

The non-resident Medical Officers shall visit the house and see the patients at least once in each week, and at such other times as they shall be requested to do so by the Medical Superintendent.

IX.

SECRETARY AND HOUSE STEWARD.

1st. This officer, subject to the instructions of the Treasurer, shall keep the accounts of the Institution; he shall enter all minutes made at the meetings of the Directors and of the Committee; transmit the quarterly bills of patients to their friends, and correspond with them respecting the regular payment of the accounts, giving at such times any information relative to the patients which the Medical Superintendent may supply.

2nd. He is charged with the payment of salaries, wages, and other accounts, and with the purchase of articles required for the use of the Institution, conferring with the Superintendent and Matron with regard to them. He shall keep inventories of the clothing and other articles of property belonging to the men patients, and shall purchase new clothing for them when requested by the Superintendent to do so.

3rd. The Secretary shall send the required notices to the Visitors of their appointments and to the Committee of their meetings, and at each Monthly Meeting of the Committee he shall lay before them—1. All letters received by him during the month relative to patients. 2. A list of the patients in the house, with a statement of the terms of each, and a reference to such accounts as are not duly discharged. 3. An account of all receipts and payments since the previous meeting of the Committee. 4. A list of all such articles of furniture

as the Superintendent or himself may consider wanted; and also such suggestions, as he deems advisable for repairs and alterations. 5. An account of the names and wages of the in-door and out-door servants.

4th. He shall assist the Superintendent in the care of the Farm, Garden, and Premises, and shall overlook all repairs and alterations which are in progress in any part of them.

5th. In the temporary absence of the Superintendent, the Secretary under his instructions shall have the general care of the Establishment.

X.

M A T R O N .

1st. Next to the Superintendent, the Matron is the Head of the Female Department; and under the direction, and subject to the control of the Superintendent in regard to treatment, she has the care of the women patients, and the overlooking and direction of the nurses. She is required to give special attention to the occupations of the female patients, and to the maintenance of order amongst the female attendants and domestics, and to support the authority of the Housekeeper over the latter. She shall assist the Superintendent in the selection of the female attendants and servants, and may, with his approbation, dismiss any of the latter. The Housekeeper can be chosen and dismissed by the Committee only.

2nd. The Matron shall visit the apartments, and see all the women patients at least once in each day; she shall also inspect the men's apartments, at least once in each week.

3rd. The providing of clothes for the female patients devolves upon her, and she shall keep an inventory of their wardrobes.

4th. She shall not be absent from the Institution for more than a day, without the permission of the Committee, which she shall obtain through the Superintendent.

XI.

ATTENDANTS AND SERVANTS.

1st. All the Servants, both attendants and domestics, shall have fixed wages or salaries, and shall not be permitted to make a perquisite of any kind; to sell anything to the patients, or receive money from them, or from their friends, or from visitors to the Institution.

2nd. The attendants and servants shall, in all respects, conform to the printed instructions, which they shall receive, and to the directions of the Superintendent and such other officers as have control over them.

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VISITORS.

No Visitors (excepting those appointed by the Directors or Committee) are to be admitted to see the Institution, or to have access to the galleries or day-rooms without permission of the Superintendent, or in his absence, of one of the other Officers of the Institution.

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General RULES & *Regulations*

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INTRODUCTION AND OBJECTS.

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Annual & Quarterly Meetings.
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I.

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months. To this meeting the Committee shall present reports on the state and proceedings of the Institution, and on the income and expenditure of the year; and the said Meeting, subject to the legal conditions which attach thereto, shall have power to alter or make Rules and Bye-Laws, and give such directions, as it may deem best adapted to promote the objects of the Institution. The General Meeting may also confirm, alter or abrogate the Orders and Regulations of the Quarterly Meetings; and it shall annually appoint a Committee for the Management of the Institution; such Committee to consist of the Treasurer and of seven other persons specially chosen. No person receiving any Salary from the Institution shall be entitled to attend any of the meetings for its management.

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To come in under Reading V. M. O.
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6th. On application being made to him for the admission of patients, he shall submit the same to the Committee for their consideration and decision; he shall lay before the Committee at

He shall advise with the House Steward as to the general diet of the patients & shall in particular regulate & determine the diet of all patients who shall be sick or infirm.

their Monthly Meetings all letters received by him relative to the admission or discharge of patients, and also furnish the following particulars relative to them.—1. A list of the patients in the house, with a brief notice of their state of mind. 2. The dates of all admissions, removals, escapes and deaths of patients during the past month; stating, in each of the latter cases, the cause of death, and the age of the patient, together with such other information as the Committee may require.

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10th. The Superintendent shall not be absent from the Institution for more than a day without permission from the Committee, and before leaving he shall place the patients under such Medical and general care as is satisfactory to the Committee.

~~* The number & qualifications of these Officers
should be set forth.~~

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3rd. The Secretary shall send the required notices to the Visitors of their appointments and to the Committee of their meetings, and at each Monthly Meeting of the Committee he shall lay before them—1. All letters received by him during the month relative to patients. 2. A list of the patients in the house, with a statement of the terms of each, and a reference to such accounts as are not duly discharged. 3. An account of all receipts and payments since the previous meeting of the Committee. 4. A list of all such articles of furniture

as the Superintendent or himself may consider wanted; and also such suggestions, as he deems advisable for repairs and alterations. 5. An account of the names and wages of the in-door and out-door servants.

4th. He shall assist the Superintendent in the care of the Farm, Garden, and Premises, and shall overlook all repairs and alterations which are in progress in any part of them.

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3rd. The providing of clothes for the female patients devolves upon her, and she shall keep an inventory of their wardrobes.

4th. She shall not be absent from the Institution for more than a day, without the permission of the Committee, which she shall obtain through the Superintendent.

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ATTENDANTS AND SERVANTS.

1st. All the Servants, both attendants and domestics, shall have fixed wages or salaries, and shall not be permitted to make a perquisite of any kind; to sell anything to the patients, or receive money from them, or from their friends, or from visitors to the Institution.

2nd. The attendants and servants shall, in all respects, conform to the printed instructions, which they shall receive, and to the directions of the Superintendent and such other officers as have control over them.

XII.

VISITORS.

No Visitors (excepting those ^{*having the written authority of the*} ~~appointed by the Directors or~~ Committee) are to be admitted to see the Institution, or to have access to the galleries or day-rooms without permission of the Superintendent, or in his absence, of one of the other Officers of the Institution.

BYE-LAWS OF THE RETREAT,

REVISED AND CONFIRMED BY THE

GENERAL MEETING OF DIRECTORS,

HELD AT YORK 28TH 6TH Mo. 1855.

I. PERSONS ADMISSIBLE AND THE TERMS.

1st. The objects of the Institution are declared in the Fundamental Rules to be, all persons in a state of mental derangement, unless merely idiotic or superannuated, who are in membership or profession with the Society of Friends. If the number of applicants from these classes be greater than can be accommodated, the members of the Society shall be considered as having a preference. In extraordinary cases the Committee may exercise its discretion as to the granting or otherwise of such preference.

2nd. When there is room in the distinct apartments appropriated to the higher classes of patients, persons who are not connected with the Society of Friends by membership or profession, may be admitted into them; care being taken not to interfere with the prior claims of those who were the original objects of the Institution.

3rd. The Committee shall have a discretion to decline the admission of patients, though members of the Society of Friends; but in such cases, the applicants, if dissatisfied, may, after having given fourteen days' previous notice, in writing, to the Treasurer, represent the case to a General or Quarterly Meeting for its decision.

4th. The terms to be paid by the patients, are to be regulated by their pecuniary circumstances; so as to afford suitable accommodation to all classes, and to make the means of the more affluent, contribute to the support of the poor.

II. GOVERNMENT.

1st. The General Meeting in the year 1800, according to the original plan of the Institution, made provision for a perpetual succession of Directors. Forty Subscribers, members of the Religious Society of Friends, were then nominated and appointed, who, and their successors as hereinafter directed to be appointed, together with any other Donors, Subscribers, or Executors, qualified as hereinafter declared, and Agents appointed by any qualified meeting, are to constitute the General Meeting, and continue to be the Directors of the Institution, in whom the government of it is perpetually to vest and remain. The said forty Directors, with any other qualified Donors or Subscribers, are to meet quarterly for the transaction of business as described in the fundamental Rules. The members of the Committee of Management, for the time being, shall be members of the General and Quarterly Meetings, by virtue of that appointment. Eight of the forty Directors shall be present at each Quarterly Meeting, and ten of the said forty at each General Meeting.

2nd. At each General Meeting the first named eight on the list of the said forty, are to cease to be Directors, and eight others are to be appointed by the General Meeting in their places, with an addition for such as may be deceased or disowned; and the whole may be chosen from the number of Annuitants, Donors, Subscribers and Executors, or other members of the Society of Friends as shall, in process of time, be judged most convenient and best. The Directors so chosen shall have a right to attend the meetings of the Committee.

3rd. The name of every Annuitant, Donor, Subscriber, or Executor, shall be recorded by the Secretary, in a book kept for that purpose ; and every Annuitant, Donor of not less than two guineas, and Subscriber of sums at any time amounting to two guineas, or Executor paying a bequest of not less than one hundred pounds, being and continuing a member of the Religious Society of Friends, shall be a member of the meetings which are to be held for the government and superintendence of the Institution.

4th. If at any future period, by means of some unforeseen or unexpected events, it should appear to the General Meeting that the original purpose of the Undertaking cannot be accomplished or pursued, the said General Meeting shall give due notice in writing to all the Directors, and also in every Quarterly or other Meeting of our Religious Society, which according to the Rules may be interested therein, that the disposal of the Property of the Institution is to be taken into consideration at a Meeting, the time and place of which shall be specified. At such Meeting two Agents or Representatives appointed by any of the said Meetings, shall be admitted as members of the General Meeting ; and in case two-thirds of the meeting so convened shall agree thereto, they may sell and dispose of the whole Estate and Property of the Institution, or any part thereof ; and after discharging all claims upon it, may appropriate the net produce thereof, to such just, equitable or charitable use, as they, on serious and deliberate consideration, shall judge best.

III. RESPECTING CONTRIBUTIONS.

Gratuitous contributions, and subscriptions for annuities and legacies, shall in addition to the payments of the patients, be received in aid of the funds ; and Contributors, Annuitants, and Executors, shall be entitled to the following privileges, viz :

1. A contribution of one hundred pounds from any Quarterly or other Meeting, in its collective capacity, a donation of twenty-five pounds from any Friend, a subscription of fifty pounds for an annuity, or the payment of a bequest of not less than one hundred pounds by any Executor, shall entitle such Meeting, Donor, Annuitant or Executor, respectively, to the privilege of nominating one poor patient at a time, on the lowest terms of admission.

2. As it is necessary to ascertain the rights of each Meeting to recommend poor patients, Donors of twenty-five pounds and upwards, are desired to explain whether they wish to enjoy the privilege during life of recommending poor patients, or that their donations should be considered as the subscriptions of their Quarterly or other Meetings: and it is agreed, that all donations of individuals not claiming such right of recommendation, shall be considered as the subscriptions of their respective Quarterly Meetings, whether reported to such Meetings or not; and every Quarterly Meeting shall enjoy the privilege of recommending poor patients in proportion to the subscriptions of their respective members, on which no separate privilege is claimed.

3. The privilege of meetings or persons to recommend poor patients as described in the foregoing regulations shall not be taken away or diminished, notwithstanding any general powers which are, or may be invested in future Directors.

IV. THE TERMS OF PATIENTS.

1st. The terms are, for every poor patient recommended by a privileged Donor or Meeting, a sum not less than six shillings per week.

2nd. Not less than ten shillings per week shall be paid for other patients, and more according to circumstances; and a reasonable sum for the board of the servant of a patient when one

is required. Such servant, if provided by the friends of the patient, must be approved by the Committee. The terms of admission to be subject to future alterations, if found necessary; and a quarter of a year's maintenance for each patient is to be paid in advance. An additional charge to be made, at the discretion of the Committee, on those patients who come with disorders unconnected with insanity.

V. ON THE ADMISSION OF PATIENTS.

PREVIOUSLY TO THE SENDING OF ANY PATIENT TO THE RETREAT, APPLICATION IS TO BE MADE AND PERMISSION GIVEN.

The first step to be taken in obtaining the admission of a patient, is the transmission of a letter, addressed to the *Medical Superintendent*, or to the *Treasurer*, stating the case. A few particulars should be given as to the nature of the attack, the circumstances and proposed weekly payment, and whether the patient is in good bodily health.

The reply will communicate the decision of the Committee; and if no objection to admission exists, a set of queries, and the form of a Medical Certificate will be transmitted. A late Act of Parliament requires particular care in the drawing up of the Certificate, and that it should be signed by two medical practitioners.

Much disadvantage having arisen from patients being sent to the Retreat in a very infirm state of bodily health, or subject to fits, the Committee desires that, in all cases where the patients are afflicted with any known bodily disease, particular information respecting it may be communicated, *previously to their being sent to the Institution*. And as the successful treatment of insane persons may depend much upon the information received relative to their cases, the Friends and Medical Attendants of patients are earnestly requested to answer carefully the Queries

contained in the printed forms, and to add any other particulars connected with the patient's disorder or character, which may be thought useful.

A *Quarter's* board is required to be *paid in advance*; and the first quarter's payment should be sent with the patient.

FORM OF A BEQUEST.

I bequeath to the Treasurer for the time being of an Institution near York, called *The Retreat, for Persons afflicted with disorders of the mind among the Society of Friends*, to be applied for the purposes of the said Institution, the sum of
out of such part only of my personal estate as may by law be bequeathed for charitable purposes. And I direct that as far as may be needful to give effect to the said legacy, my other personal estate shall be primarily chargeable with my debts and other legacies, and that the receipt of the said Treasurer shall be a sufficient discharge for the same.

3rd. He is charged with the payment of salaries, wages, and other accounts, and with the purchase of articles required for the use of the Institution, conferring with the Superintendent and Matron with regard to them. He shall keep inventories of the clothing and other articles of property belonging to the men patients, and shall purchase new clothing for them when requested by the Superintendent to do so.

MATRON.

1st. Next to the Superintendent, the Matron is the Head of the Female Department; and under the direction, and subject to the control of the Superintendent in regard to treatment, she will have the care of the women patients, and the overlooking and direction of the nurses.

2nd. She shall visit the apartments, and see all the women patients at least once in each day; she shall also inspect the men's apartments, at least once in each week.

3rd. The providing of clothes for the female patients devolves upon her, and she shall keep an inventory of their wardrobe.

ATTENDANTS AND SERVANTS.

1st. All the servants, both attendants and domestics, shall have fixed salaries or wages, and shall not be permitted to take perquisites of any kind without permission from the Superintendent, to sell anything to the patients, or receive money from them or their friends, or from visitors to the Institution.

2nd. The attendants and servants shall, in all respects, conform to the printed instructions which they will receive; and to the directions of the Superintendent and other Officers which have control over them.

RULES

FOR THE

GOVERNMENT OF THE RETREAT,

NEAR YORK.

YORK:

WILLIAM SIMPSON, PRINTER, 15, LOW OUSEGATE,
1855.

appoint three female Visitors, one of whom is to be changed every month.

Three Members of the Committee shall form a quorum for the despatch of business.

MEDICAL SUPERINTENDENT.

1st. The Resident Medical Officer is the Superintendent of the Establishment. As master of the family he is responsible for the state of the Institution, and all the resident officers and servants are required to conform to his instructions.

2nd. The Superintendent shall visit the wards and make himself acquainted with the state of the patients, at least once in each day.

3rd. He shall give the whole of his time to the duties of his office, and shall not attend to or engage in any business or employment but that of the Institution.

SECRETARY AND HOUSE STEWARD.

1st. This officer shall keep the accounts of the Institution; enter all minutes made at the meetings of the Directors and of the Committee; transmit the quarterly bills of patients to their friends, and correspond with them from time to time respecting the regular payment of the accounts, giving at such times any information relative to the patients which the Superintendent may supply.

2nd. He shall have the care of the Farm, Garden, and Premises, and shall overlook all repairs and alterations which are in progress in any part of them.

VIII. The appointment of the Treasurer, Medical Superintendent, Secretary, and Matron, shall be vested in the General or Quarterly Meetings.

IX. That the General Meeting of Directors be authorized to make such regulations or bye-laws for the conducting and governing of the Establishment, or any part thereof, as it may deem expedient and desirable, and at discretion to revise and alter the same; such regulations or bye-laws to be consonant with, or not opposed to the fundamental rules of the Institution.

THE TREASURER.

The Treasurer shall keep an account of all moneys received and paid on account of the Institution. He is authorised to give receipts for legacies and other payments. His Cash Book shall be laid before the Committee at their regular meetings and examined by them. He shall dispose of the balances in his hand, in such manner as the General or Quarterly Meeting shall direct.

THE COMMITTEE.

The Committee shall have the inspection, control and management of the Institution; and all the Officers of the Institution are required to conform to its instructions.

It is to meet once a month, or as often as it may be called together, either by the Treasurer, or by any two of its Members, or by the Medical Superintendent. It shall receive reports of the state of the patients through the Medical Superintendent, admit and discharge patients, fix the weekly or other payments to be made on their account, examine and pass bills previous to payment, audit the Treasurer's and Secretary's accounts, and cause a clear statement of the funds of the Institution to be annually prepared, and laid before the General Meeting.

It shall keep minutes of all its proceedings, for the perusal of the General and Quarterly Meetings. The Committee is to

RULES

FOR THE

GOVERNMENT OF THE RETREAT,

NEAR YORK.

To be submitted to the Secretary of State for approval.

INTRODUCTION AND OBJECTS.

AFTER several Meetings of Friends held in York on the subject, in the year 1793, it was determined to form an Establishment for the purpose "of providing a retired habitation, with necessary advice and attendance, for the members of the Society of Friends, and others in profession with it, who may be in a state of lunacy, or so deranged in mind, not idiots, as to require such a provision." And it was agreed, that the Institution should be established and supported by Annuities, Donations, and Annual Subscriptions, so long as such aids should be found needful; and that the Government should be vested wholly in the Members of the Society of Friends. The House was opened for the reception of Patients in the year 1796.

RULES.

I. THE General Meeting in the year 1800, according to the original plan of the Institution, made provision for a perpetual succession of Directors. Forty Subscribers, members of the Religious Society of Friends, were then nominated and appointed, who, and their successors as hereafter directed to be appointed,

together with any other Donors, Subscribers, or Executors, qualified as hereinafter declared, and Agents appointed by any qualified meeting, are to be the General Meeting, and continue the Directors of the Institution, in whom the government of it is perpetually to vest and remain. The said forty Directors, with any other qualified Donors or Subscribers, are to meet quarterly for the transaction of business referred to them in the following Rules. The members of the Committee of Management, for the time being, shall be members of the General and Quarterly Meetings, by virtue of that appointment. Eight of the forty Directors shall be present at each Quarterly Meeting, and ten of the said forty at each General Meeting.

II. At the expiration of each year the first named eight on the list of the said forty, are to cease to be Directors, and eight other members of our Society are to be appointed by the General Meeting in their places, with an addition for such as may be deceased or disowned; and the whole may be chosen from the number of Annuitants, Donors, Subscribers and Executors, or others, as shall, in process of time, be judged most convenient and best. The Directors so chosen shall have a right to attend the meetings of the Committee.

III. A General Meeting shall be held in the latter end of the 6th month, or the beginning of the 7th month of every year, unless some other time should hereafter be found more convenient; and the Friends who may compose it shall, from time to time, have a general state of the family, and accounts of the Institution laid before them; and shall have power to alter or make Rules, and give such directions, as they may think best adapted to promote the designs of the Institution. They may also confirm, alter or abrogate, the Orders and Regulations of the Quarterly Meetings; and shall annually appoint seven Friends,

who, with the Treasurer, shall be a Committee for the Management of the Undertaking. No person receiving any Salary from the Institution shall be entitled to attend any of the meetings for its management.

IV. The name of every Annuitant, Donor, Subscriber, or Executor, shall be recorded by the Secretary, in a book kept for that purpose; and every Annuitant, Donor of not less than two guineas, and Subscriber of sums at any time amounting to two guineas, or Executor paying a bequest of not less than one hundred pounds, being and continuing a member of our Society, shall be a member of the meetings which are to be held for the government and superintendence of the Institution.

V. That the privilege of meetings or persons to recommend patients as described in the Bye Laws of 1855, shall not be taken away or diminished, notwithstanding any general powers which are or may be invested in future Directors.

VI. During each Quarterly Meeting of Friends for Yorkshire, or after the conclusion of it, a meeting of the Directors is to be held; to which meeting are to be presented all minutes made by the Committee during the previous quarter. Such Meeting to give to the Committee such advice and directions as it may think proper, consistently with the general Rules and Orders that may have been established.

VII. At each meeting to be held as aforesaid, two Friends shall be appointed as Visitors to the Institution, for each month in the succeeding quarter; who are authorised to inspect every part of the House at such times and as often as they may think proper. They are expected to enter in a book, to be kept for that purpose, the time of their attendance, and such remarks as may appear to them necessary or desirable. The minutes of the Visitors to be read at the meetings of the Committee, and at the General and Quarterly Meetings.

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FOR THE

GOVERNMENT OF THE RETREAT.

near York—

YORK:

WILLIAM SIMPSON, PRINTER, 15, LOW OUSEGATE.

1855.

RULES

GOVERNMENT OF THE RETREAT

WILLIAM SIMON, PRINTER, 15, LOW QUEEN ST.

1861

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The Treasurer inserts the whole as in old rule p. 8
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