

Weekly Report

Week Ending: February 21st, 1931.

Mr. Louis L. Horch, President,
Roerich Museum.

KITCHEN & DINING ROOM

I feel confident that our much reduced payroll in these departments, and the reduction in the cost of food from an average of \$130. a day last month to about \$95. a day this month, will enable us to make a better showing for February than for the preceding month. We are trying to reduce fuel and gas.

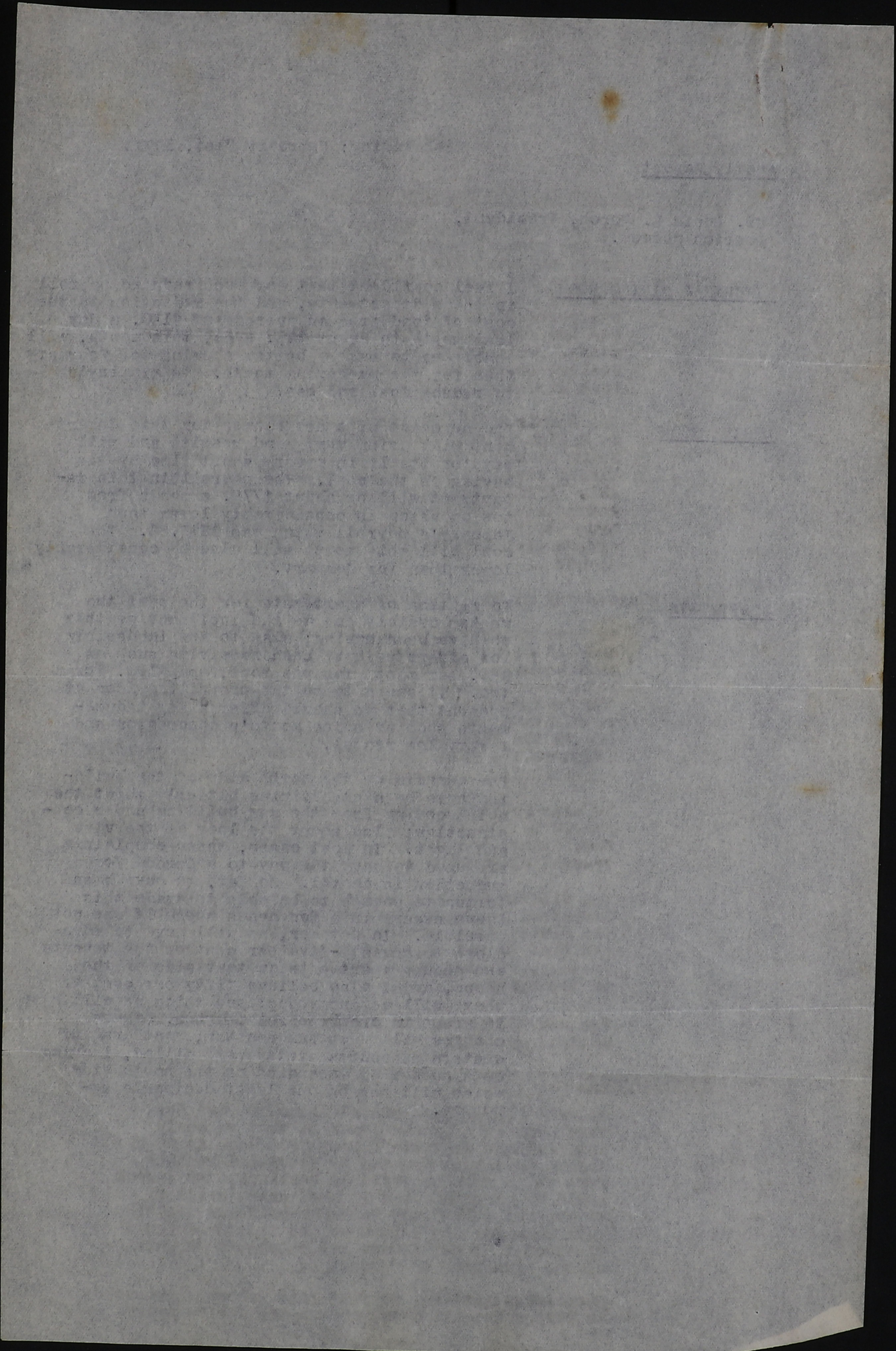
ENGINE ROOM

The purchase of a new blower for this department will bring very good results and will pay for itself in a very short time by the saving on the coal. The payroll in this department will be about \$775. a month from now on which is considerably lower than January's payroll which was \$847.85. The coal bill this month will also be considerably lower than for January.

APARTMENTS

No renting of apartments for the past two weeks possibly due to the inclement weather we have been having; also to the impossibly low offers we have been receiving such as \$50. per month for one room, and \$100. for two. It seems to be the prevailing idea at present that we should offer a few inducements such as a few month's concession and a very low rental.

The tenants on the North side of the building have been complaining bitterly about the noise coming from the new building under construction; also about the loss of the view and light. In most cases, these complaints are used to pave the way to a demand for a reduction in rental. So far, we have been fortunate enough to be able to evade this issue except in a few cases where it was not possible. In October, we will have to move close to seventy-five per cent of the tenants who occupy apartments on that side of the house, and I also believe fifty per cent of these will demand reductions which we will have to grant in order to retain them. These changes will keep our eastern, northern and western exposures pretty well filled, leaving us a number of vacancies on the north side which will now be our least desirable exposure.



Outlook for the Ensuing Renting Season.

It has been brought to our attention by a few of the present tenants in the house that the new HOTEL PARIS at 97th Street and West End Avenue is renting one room unfurnished apartments (size 9 x 14) at Fifty Dollars per month, and is charging Sixty-Two Fifty for the furnished apartments. The two rooms rent for One Hundred Dollars per month. This hotel has a Swimming Pool, Gymnasium, Lounge and Mezzanine Floor, and every room is equipped with a Radio.

The Barbizon at 63d Street and Lexington Avenue is a club hotel, exclusively for women. This hotel consists of Bedrooms only -- regulation single size, at the weekly rates of \$15, \$19 and \$21. Affiliated with the hotel is a Swimming Pool, Restaurant, Coffee Shop and Dining Room, and Drug Store. It is readily seen that The Master offers more diversified attractions in every respect.

REPAIRS necessary at the beginning of my regime as Manager.

We have waterproofed the West side of the house; and all corner windows on the Southwest and Northwest corners. Prior to having this work done, the rain caused damage to the ceilings and walls on the West side of the building. This necessitated re-painting and re-decorating at a great expense. Due to the fact that this repair is a permanent improvement, this recurrent expense is now entirely eliminated.

We have built a new Room Service Station which is nearer to the Kitchen and Service Elevator. This facilitates the service to the rooms, and in this respect eliminates complaints.

The Kitchen has been remodelled. Also, we have installed a larger staircase. This has quickened the Dining Room service considerably as two waiters can pass to and from the Kitchen at the same time. Further, we have installed a new Ventilator fan in the Pantry.

The new Storeroom for furniture is facilitating matters greatly.

MISCELLANEOUS

We felt it was more advantageous to rent the Kiva Room on a yearly lease so that we could anticipate a definite income from same in preference to taking chances on potential rentals. Were we to rely on possible bookings, the income would be uncertain and in most cases smaller. We are not making any Saturday bookings for the Kiva Room for any branch of the Institute due to the fact that the Lessee has requested the use of the Kiva Room on Saturdays.

Upon investigation, we find that Banquet Business is very quiet all over, and we are making every

WEEKLY REPORT

-3-

effort to encourage business in this direction.

Our motion picture presentations have been most warily received. Our most current offering to be presented March Third is PEREGRINE. The press criticisms on this picture have been very favorable and we are sure that this will be received with much enthusiasm. The last feature we showed was MOROCCO. Our guests, as well as our steady outside Dining Room patrons, look forward to the movies with great eagerness, and we believe that by presenting these pictures from time to time we stimulate the Dining Room business to some degree.

In spite of the current state of depression, and the talk about competitive hotels reducing their rentals, we intend to stand-by our present rates, and we anticipate 'filling up' for the ensuing renting season, October next.

Harry J. Kaerper.
Manager.



Handwritten signature or initials, possibly "Hoffman".

Prof. Boerich 4

Weeks Ending February 28th
and March 7th.

Mr. L. L. Horch, President
Roerich Museum.

Apartment Vacated:

February 26th, Mrs. J. Solomon vacated apartment 510. Her son, who is an attorney, promised to take care of the rent account until such time as the apartment is re-rented.

Notice of Tenant Vacating Apartment:

Mr. I. Hoshino who occupies apartment 1606 has notified us of his intention to vacate said apartment in accordance with the thirty-day clause contained in his lease.

Relative to Collections:

On February 28th, we notified tenants of apartments 1104, 1205, 2204 and 906 that unless their rent was paid by the Fifth of the month, we would be obliged to ask them to vacate the premises. On March Fifth, we took particular notice to watch the payments of the four tenants to whom we had written. Three of these guests made payments on account with a promise of more during the month. Mr. Gray, of apartment 2204, has paid nothing, however, we have given him until Monday, the Ninth, to let us have Three Hundred Dollars (\$300.) or vacate the premises.

Motion Picture Presentation:

We presented the moving picture "Derelict" in Roerich Hall on March Third. The attendance and the remarks after the performance were very favorable.

The Restaurant:

Although the volume of business in the Dining Room has not increased, we have received some very good reports from the patrons. We feel, too, that since the change in this department, many improvements have been made.

H. L. Karpis
Manager

James Edward Kennedy 25th
1904 1905

1. H. D. Ford, President
Boston Museum

Exhibit 1905-1906

February 20th, 1906. I, Edward Kennedy, do hereby certify that the above named exhibit is the property of the Boston Museum of Natural History, and is on loan to the Boston Society of Natural History for the purpose of being exhibited in the Boston Museum of Natural History.

Notice of Rental, Vacant, or Other

1. I, Edward Kennedy, do hereby certify that the above named exhibit is the property of the Boston Museum of Natural History, and is on loan to the Boston Society of Natural History for the purpose of being exhibited in the Boston Museum of Natural History.

Relative to Collections

On February 20th, 1906, we received a letter from the Boston Society of Natural History, asking us to loan to them the above named exhibit for the purpose of being exhibited in the Boston Museum of Natural History. We have agreed to loan the exhibit to them for the purpose of being exhibited in the Boston Museum of Natural History.

Notice of Rental, Vacant, or Other

1. I, Edward Kennedy, do hereby certify that the above named exhibit is the property of the Boston Museum of Natural History, and is on loan to the Boston Society of Natural History for the purpose of being exhibited in the Boston Museum of Natural History.

The Receipts

Although the volume of business in the Boston Museum of Natural History has not increased, we have received some very good reports from the patrons. We feel, too, that since the change in the department, many improvements have been made.

Edward Kennedy

On Prof. H. de Roerich
5

Week Ending March 11th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

Apartments

New Leases

903	Pease R. M.	4/5/31 - 9/30/31	150.
1108	Segal J. E. Mrs.	4/11 9/30/31	100.
1909	Landon K. A.	4.15 9/30/31	175.

Collections

Delinquent rent and guest letters went out April Tenth.

Dining Room

Dinner, April 29th, league of women voters
approximately 65 covers at \$1.25 per person.

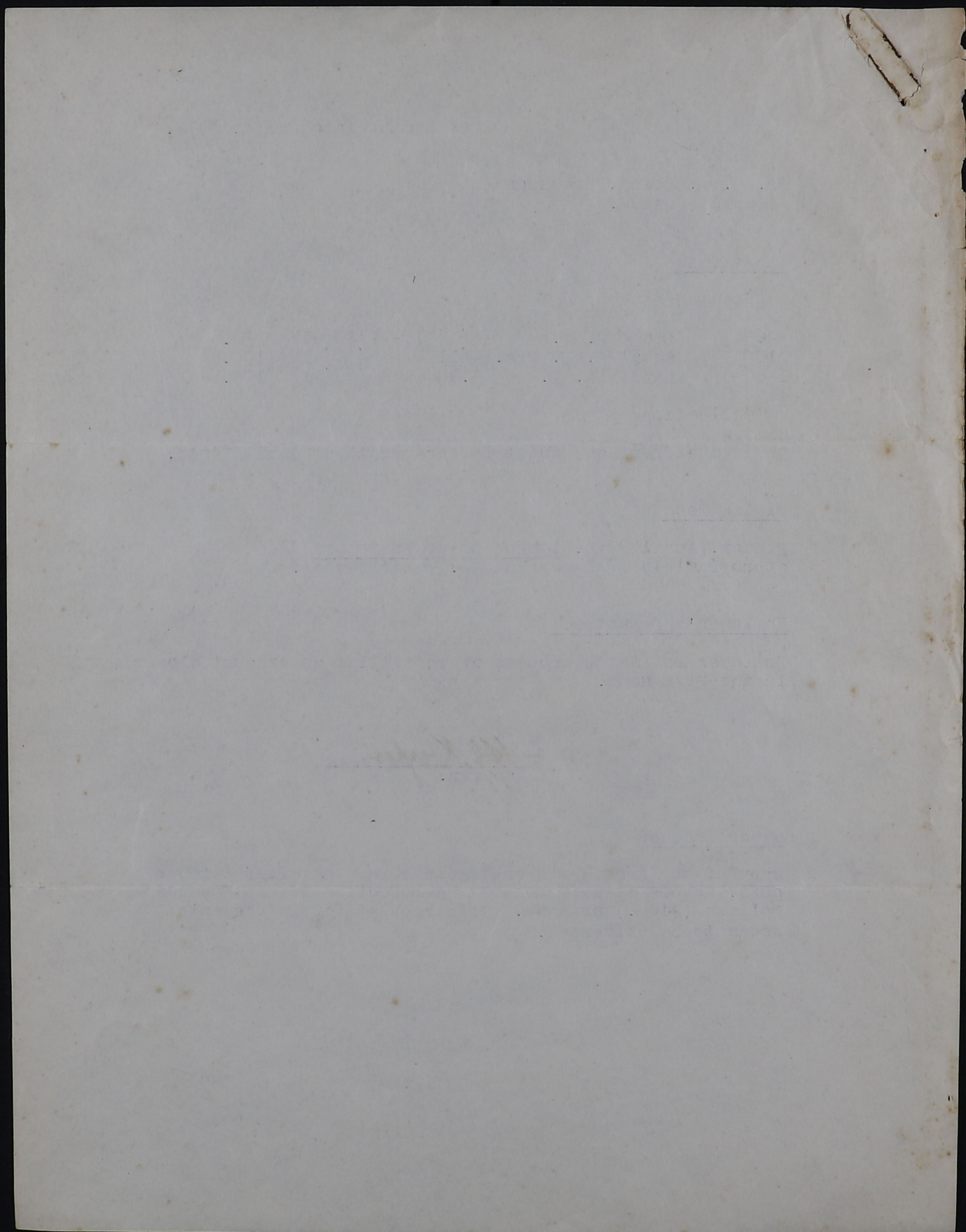
Engineer's Department

Engineer is in the process of installing an exhaust blower
in the Kiva Room.

H. J. Koerber.
Manager.

Miscellaneous

Many of our guests who contemplate remaining in
after October next, have spoken to me about a reduction of One Hundred
Dollars (\$100.) or more. This request for inducements
seems to be universal.



Week Ending March 14th, 1931.

Mr. L. L. Porch, President
Roerich Museum.

Apartments:

Mr. S. A. Schiff, of Apartment 1909, notified us that he is cancelling his lease April Tenth. He will, however, pay an additional sum of One Hundred Fifty Dollars (\$150.) before he leaves -- Twenty-Five Dollars (\$25.) for each month of occupancy as per provision contained in lease.

Mr. G. Wenner, of Apartment 2009, vacated said apartment March Twelfth.

Mr. Bergholz, of Apartment 1109, who lives here on a monthly basis, is leaving The Master the latter part of March.

Collections:

We advised Dr. H. H. Harrison, Apartment 1122, that unless a payment of at least One Hundred Dollars (\$100.) was made by March Fourteenth, we would be forced to enter dispossess proceedings against him.

Mr. Gray, Apartment 2204, who had not responded to our request for a substantial payment on his account in answer to a recent letter, paid One Hundred Fifty Dollars (\$150.) to be applied to his rent owing.

Mr. T. Mundy, Apartment 1904, paid One Thousand Dollars (\$1,000.) on his guest account.

Engineering Department:

The Chief Engineer reported that the following work had been accomplished during the past week: the overhauling of the Ice Machine Valves and re-packing of same; and renewing expansion valve. This, of course, curtailed the expense that would have been incurred if we had employed an outside concern to do this work.

Dining Room:

A girl at the phone replaces the Room Service Captain; a difference in salary of ~~Ninety~~ Dollars (\$65.) per month.

Sixty Five

Week ending April 14th, 1931.

W. H. L. Brock, President
Foster, Treasurer

Apartment:

Mr. S. A. Smith of Apartment 1909, notified us that he is canceling his lease April 15th. He will, however, pay an additional sum of one hundred fifty dollars (\$150.) before he leaves -- twenty-five dollars (\$25.) for each month of occupancy as per provision contained in lease.

Mr. G. T. Smith of Apartment 2009, vacated said apartment later this month.

Mr. H. H. Smith of Apartment 1109, who lives here on a monthly basis, is leaving the water and sewer part of month.

Collection:

We advised Mr. F. H. Harrison, Apartment 1122, that unless a payment of at least one hundred dollars (\$100.) was made by April 15th, we would be forced to enter his apartment and remove his furniture.

Mr. Gray, Apartment 2204, who had not responded to our request for a substantial payment on his account in answer to a recent letter, paid one hundred fifty dollars (\$150.) to be applied to his rent account.

Mr. T. H. Smith, Apartment 1904, paid one hundred dollars (\$100.) on his rent account.

Travelling Expenses:

The Chief Engineer reported that the following work had been accomplished during the past week: the overhauling of the ice machine valves and re-ordering of same; and renewing expansion valve. This, of course, entailed the expense that would have been incurred in we had employed an outside concern to do this work.

Other Room:

A bill at the phone received the room service department a bill for the phone service (100.) for month.

2982

- 2 -

Weekly Report

Week Ending: March 14th, 1931.

This substitution has worked out most satisfactorily.

The innovation of Hot Biscuits, Toast Melba, Bread Sticks and Sweet Relishes at Dinner only has been favorably acclaimed by the Dining Room patrons. Also, the introduction of Jam or Marmalade, served alternately, with each breakfast, has caused much favorable comment.

We particularly notice that the volume of outside business is increasing. In this respect, a Luncheon party for forty (40) covers at One Dollar (\$1.) per person was booked and transpired March Twelfth. Also, a small Dinner Party of thirteen (13) given by one of our guests, is scheduled for March Thirteenth. (receipts anticipated -- Thirty Dollars (\$30.)

H. K. Koeper.
Manager.

Boyd & Co. Inc.

Week Ending March 21st, 1931.

Mr. L. L. Horch, President
Roerich Museum.

APARTMENTS

New Rentals

Rented Apartment 902 on lease commencing May First, 1931 and expiring September 30th, 1932, at the annual rental of Nine Hundred Dollars (\$900.)

Rented Apartment 1419 on lease commencing May First, 1931 and expiring September 30th, 1931, at the monthly rental of Seventy-Five Dollars (\$75.)

Rented Apartment 1109 on monthly basis commencing April First (\$100.)

Non-Renewals

Mr. I. Dilloff, 1010	(written notice)
Mrs. C. Wilcox, 1806	" "
Mr. A. Oppenheimer, 2202	" "
Mrs. E. Whittemore, 1016	(verbal notice)

have advised us their intention to vacate their respective apartments at the expiration of present lease term, September 30th, 1931.

Although there is no lease on Apartment 1106, Miss E. Phillips, the occupant, refuses to continue to pay the present rental (\$108.34). We are making every effort to retain her as a tenant and feel that, eventually, we will have to offer a reduction.

Collections

Monday, March 16th, we sent collection letters to delinquent rent and guest accounts.

We notified Mr. P. Richards, Apartment 2701, that unless he made a payment of \$225. on his rent account by Saturday, March 21st, we would be compelled to enter dispossess proceedings against him.

HOUSEKEEPING DEPARTMENT

During the past week, an inventory was taken of furniture contained in furnished apartments.

West End of New York City, 1941.

Mr. J. L. ... Resident
New York City

APARTMENTS

New York City

rented apartment 102 on lease commencing 1st May, 1941
and ending December 31st, 1941, at the annual rental
of Nine Hundred Dollars (\$900.)
rented apartment 119 on lease commencing 1st May, 1941
and ending December 31st, 1941, at the monthly rental
of Seventy-five Dollars (\$75.)
rented apartment 119 on monthly basis commencing April 1st, 1941.

New York City

Mr. J. L. ... 1010
Mrs. C. ... 1010
Mr. A. ... 2202
Mrs. E. ... 1010 (written notice)

have advised us their intention to vacate their respective
apartments at the expiration of their lease term, namely
1st May, 1941.

It is our policy to lease on a month-to-month basis, and we
have been unable to locate suitable apartments for the present
rental. We are making every effort to locate suitable
apartments and will have to offer a reduction.

Collection

Today, March 1st, we sent collection letters to delinquent
rent and arrest accounts.

As notified, Mr. E. ... Apartment 201, that unless
he made a payment of \$25.00 on the 1st of March,
March 1st, we would be compelled to enter his apartment
and remove his furniture.

Household Inventory

During the past week, an inventory was taken of furniture
contained in furnished apartments.

ENGINEERING DEPARTMENT:

The following work was reported completed: enclosed four openings in roof tower with four frame doors covered with sheet metal and painted; built form and poured cement around smoke stack at floor of roof tower. This work was completed to prevent rain from leaking through on inside of tower as there is no drain.

MISCELLANEOUS:

The Superintendent of the building under construction (adjoining The Master) has assured us that he will make good for all damages caused to this building during the course of said construction work. We are, therefore, advising the Realty Company of all damages and shall continue to do so.

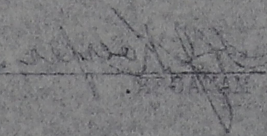
H. J. Koerper
MANAGER.

FINAL REPORT ON THE DAMAGE TO THE

The following work was reported completed: Enclosed form
covering in roof tower with four large doors covered with
sheet metal and painted; built form and pour concrete
around whole area of floor of roof tower. This work was
completed to prevent rain from leaking through or inside
of tower as there is no drain.

RECOMMENDATIONS

The Superintendent of the building under construction
(adjointing the water) has assured us that he will make
good for all damages caused to this building during the
course of said construction work. Therefore,
releasing the liability company of all damages and all
costs in and so.



J. J. Jones

Week Ending March 28th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

APARTMENTS

Collections

Charges to the following apartments have been discontinued until weekly accounts are settled:

1421	Ellman B Miss
1519	Franzblau A

The leases for the succeeding apartments have been turned over to our attorneys for collection of rents due:

2701	Richard P
1616 Saver M C	

Tenant Vacated

2101	Schloss M
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Mr. Schloss couldn't pay the balance of his weekly account; but he has promised to take care of it sometime soon.

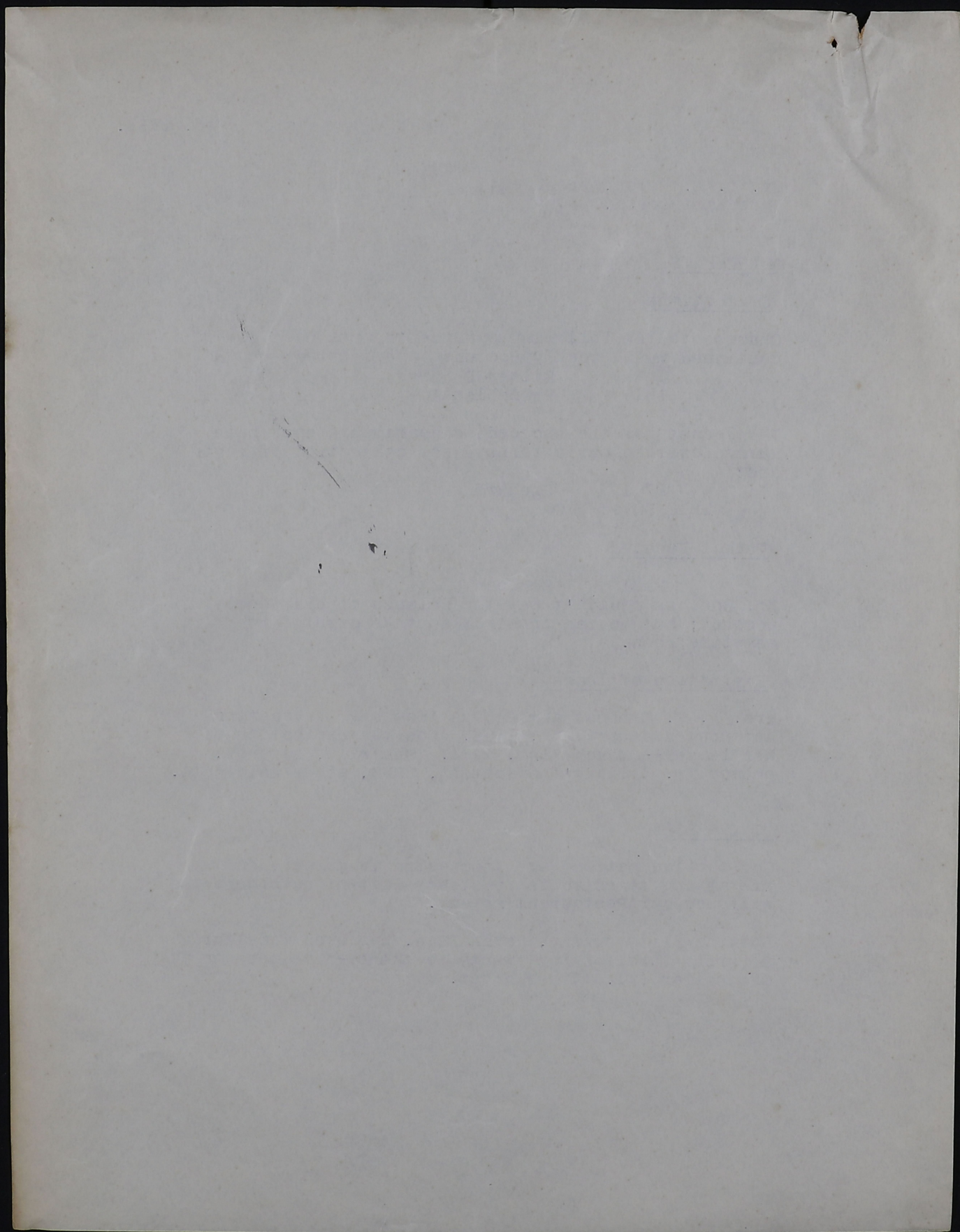
Expiration of lease

Mrs. A. F. Drennan advised us that she is vacating her present apartment, 1608, upon the expiration of her lease -- March 31st, 1931. She will, however, occupy Mr. Kellogg's apartment, 2203, after said date.

DINING ROOM

Our outside patrons are increasing in number, and we are aiming to establish a steady list of outsiders who will use our Restaurant solely.

Booking for Saturday, March 28th, has been made for a Sorority Luncheon for twenty to twenty-five persons at One Dollar (\$1.00) per cover.



11

-2- Week Ending March 28th, 1931.

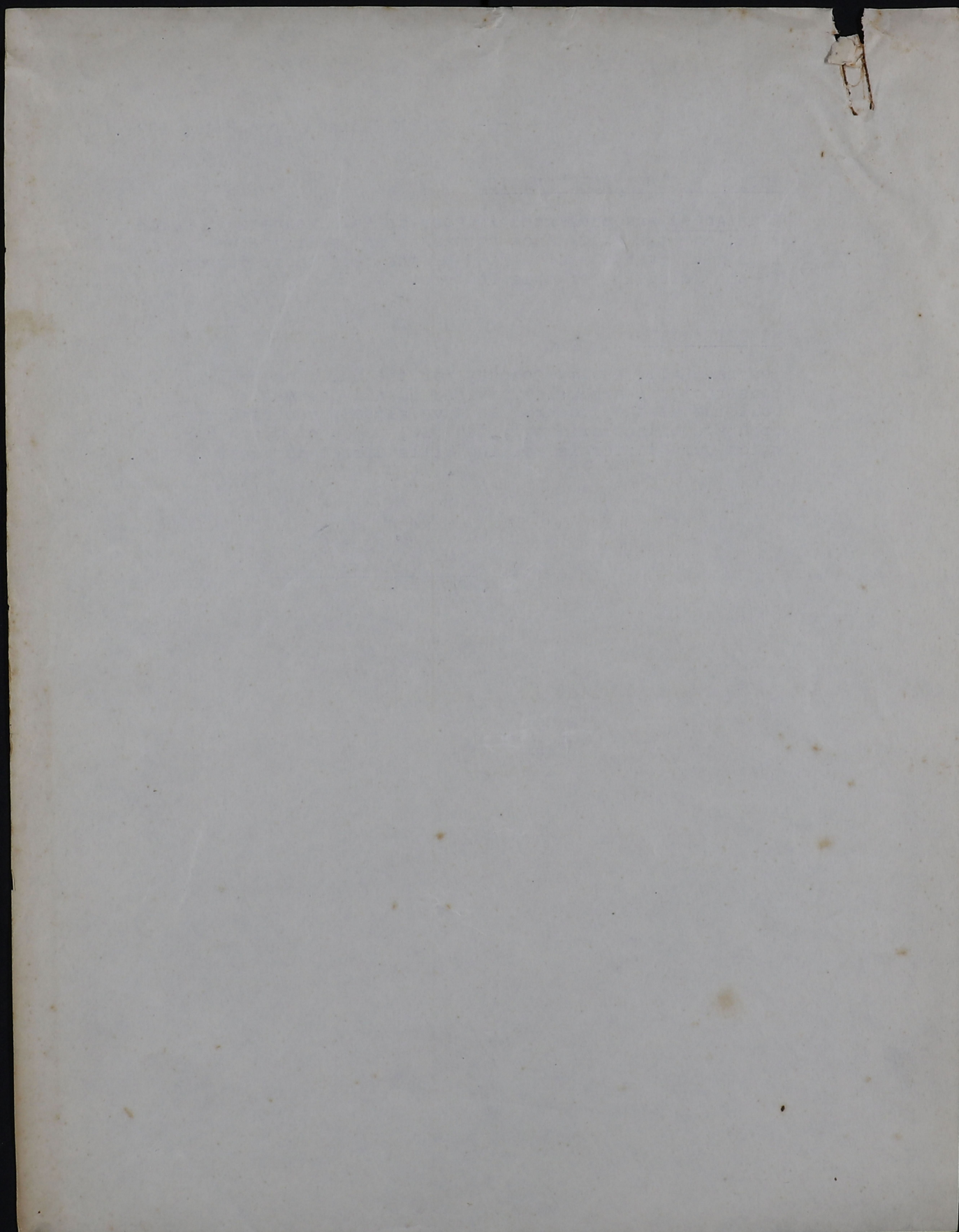
MOTION PICTURE PRESENTATION

Blue Angel was presented in Roerich Hall Wednesday, March 25th, and the attendance surpassed any audience we can call to mind. Everyone commented on the fine taste displayed in the selection of this feature.

MISCELLANEOUS

Messrs. Hall, Realty Company for the building under construction, are being advised of all damages to this building as they occur. We have already reported the breakage of approximately ten (10) panes of glass for which our Glazier is mailing bills direct to Messrs. Hall.

H. J. Koerper
Manager.



12

Week Ending April 4th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

Non-Renewals & Vacate Notices

614	Riblet, Dr. E. B.	expiration	9/30/31
1410	Seltzer, W. B.	to vacate	4/30/31
	(thirty-day clause)		
1709	Baer, L. H.	" "	"
	(thirty-day clause)		
514	Swaab, M. B.	vacated	3/28/31
	(\$325. settlement; lease cancelled.)		
903	Hall, M. P.	"	4/4/31
1214	Gilbreth, D.	"	3/31/31
2204	Gray, J. F.	"	3/28/31

Reduction Requested

822 Green, B. I., In reply to this request, we wrote that we cannot see our way clear to offer a reduction at this time.

Collections (in hands of attorneys for legal action)

712	White, M. E.
2204	Gray, J. F.
2701	Richard, P. (for payments owing on Bath Tub arrangement)

Dining Room

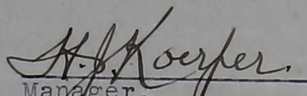
Luncheon booked for April 25th; twenty covers at \$1.25 per person.

Miscellaneous

Informed the Newsstand lessee that the sale of liquor or anything of like nature will be due reason to cancel his lease with the Roerich Museum.

Suggestions for the Re-Naming of the Master Hotel:

Roerich Museum Residential Apartments
Residential Apartments of the Roerich Museum
The Roerich Apartments of Distinction
The Roerich Apartments.
The Roerich


Manager.



10-10-10

Delinquent Rents - March 31st, 1931.

408		Worth S Miss	100.00	
510		Solomon J Mrs.	91.67	
511	X	Stuckie M Miss	83.34	
520	X	Miller S Mrs.	75.00	
712		White M Miss	179.84	
809		Kronheimer M A	391.67	
906		Aronstein J	341.70	
1104		Page F	250.00	
1108		Ardel C Miss	271.67	
1122	X	Harrison Dr.	193.35	
1120	X	Beer E	75.00	
1202	X	Levine M	41.67	
1205		Barone D Miss	400.00	
1207	X	Cushing C C Mrs.	200.00	
1209		Siff M L Mrs.	100.00	
1215		Schaff Ruth Miss	16.68	
1616		Saver M C	150.00	
1903		Allen Dawn	1,000.02	
1904		Mundy Talbot	1,800.06	
2204		Gray J	600.00	
2701		Richard P	430.00	205.00 note

6,791.69

Delinquent Weekly Accounts - March 31st, 1931.
(over twenty-five dollars)

507	X	Loveman	41.27
605	X	Goldman	36.87
608	X	Cavanaugh	58.17
714	X	Lockwood	43.89
804	X	Haber	26.01
807	X	Sasse	76.40
812	X	Moss	31.49
822	X	Green & Magon	26.15
903	X	Hall Manly P	71.92
907	X	Sniffen	38.29
910	X	Milsky	61.60
915	X	Wiesel	28.60
919	X	Colvin	28.81
1007	X	Gordon	103.19
1009	X	Lynn	30.83
1102	X	Hanna	71.38
1104		Page	88.02
1107	X	Krass	26.40
1111		Coughlin	100.00
1121	X	New	64.51
1122		Harrison Dr.	40.00
1207	X	Cushing	110.54
1211	X	Alpern	35.10
1220	X	Pfaffhausen	27.25
1512	X	Caffey Dr.	28.31
1520		Frankel	59.13
1603	X	Alexander	35.51
1607	X	Walters	27.87
1610	X	Chester	39.75
1702	X	Stoddard	25.69
1805	X	Bleier	104.08
1903		Allen	388.16
1907	X	Tash	56.13
2104	X	Rambova	37.77
2601	X	Fletcher	91.90

2,161.04

X- Account O K

40. 131. 2

Х. О. ШИШОВ

Guests at the Roerich Museum ApartmentsGuests Who Patronize Our Restaurant

416	Manton E. Parker	1602	Capt. E. S. Sellon
418	Birtwell Lorna R.F.	1603	Mathilda Alexander
505	Miss Shirley M. Sullivan	1701-2	Ralph Stoddard
507	Ernest Loveman	1703	Miss Jennie Jelin
515	Miss Sadie Wiener	1704	Miss Elaine Williams
517	Wm. Zimmerhoff	1714	Edward Heyman
519	Miss K. Linden	1802-3	Percival W. Eason
603	Miss Bianca Simon	1804	Paul Kinsie
606	Mathilda Goldhurst	1808	Hood
608	Cavanaugh T. F.	1812	Mrs. Mary E. Justin
610	M. Cornfield	1905	Misses Dickinson & Kleinman
616	Geo M. Levy	1906	William G. Kleeman
702	Mrs. A. H. Kinsie	1907	James Tash-Bickford
704	George Rowe	2007	Miss Elizabeth Aldrich
705	Max Kornberg	2010	Rose Seigel
706	Millard W. Morgan	2103	George Moore
714	Mrs. Sarah Lockwood	2601	Bruz Fletcher
718	Mrs. Flo Earhart		
804	Miss Sadie Haber		
807	Geo. Sasse		
812	Elwell B. Moss		
822	Bernard I. Green		
	Jerome Magon		
902	Arthur Y. Sarony		
903	Robert M. Pease		
907	Edward H. Sniffen		
909	Miss Abigail O'Brien		
912	Mrs. Carrie Missimer		
914	S. George Hay		
922	Miss Helen Rex Keller		
1003	John Carleton		
1007-8	Charles H. Gordon		
1012	Miss M. V. Lewis		
1014	W.L. Dawson		
1017	Mrs. Eleanore B. Lenane		
1101	George Brannick		
1102-3	Mrs. Genevieve Clark Hanna		
	Mrs. Starr		
1105	Hyman Werner		
1107	R. W. Krass		
1108	J. E. Segal		
1110	Mrs. Annie Vanderwart		
1114	Walter Kupfer		
1116	Miss Winifred L. Parsons		
1117	Miss Mabel Levey		
1119	Samuel Goodfried		
1201	Max Levine		
1203	Charles G. Frankenberg		
1207	Mrs. C. C. Cushing		
1217	Miss Winifred C. Sharkey		
1219	Miss Libbie Miller		
1220	H. L. Pfaffhausen		
1403	H. Randolph Anderson		
1404	F. G. Janney		
1405	Dr. Chase		
	Dr. Seidel		
1409	M. G. Smith		
1412	Mrs. Mary L. Snedeker		
1422	Miss Adeline Moffat		
1501	Mrs. Carolyn S. Meyer		
1503	Miss Mabel P. Schmidt		
1509	Miss Dorothy Brewster		
1516	Margaret Lipman		
1521	Joseph Cohen		

Guests at the North Museum Apartments
Guests Who Patronize Our Restaurant

1581	Joseph Cohen	1581	Margaret Lipman
1580	Miss Dorothy Brewster	1580	Miss Label P. Schmidt
1580	Miss Carolyn S. Meyer	1580	Miss Adeline Moffat
1579	Mrs. Mary L. Sneider	1579	M. G. Smith
1578	Dr. Seidel	1578	Dr. Glase
1577	E. G. Janney	1577	H. Randolph Anderson
1576	H. L. Pfaffhausen	1576	Miss Lillian Miller
1575	Miss Winifred C. Sharkey	1575	Mrs. C. C. Gashling
1574	Charles C. Frankenberg	1574	Max Levine
1573	Gammel Goodfriend	1573	Miss Mabel Levy
1572	Miss Winifred L. Parsons	1572	Walter Kupfer
1571	Mrs. Annie Vandenberg	1571	J. E. Segal
1570	R. W. Krass	1570	Hyman Ferner
1569	Mrs. Starr	1569	Mrs. Genevieve Clark Hanna
1568	1568-3	1568	George Brannick
1567	Mrs. Eleanor B. Lenane	1567	W. L. Dawson
1566	Miss M. V. Lewis	1566	Charles H. Gordon
1565	John Carleton	1565	Miss Helen Rex Keller
1564	S. George Hay	1564	Mrs. Garrie Maitman
1563	Miss Abigail O'Brien	1563	Edward H. Sniffen
1562	Robert M. Pease	1562	Arthur Y. Sarony
1561	Jerome Mason	1561	Bernard I. Green
1560	Elwell B. Moss	1560	Geo. Pease
1559	Miss Sadie Haber	1559	Mrs. Flo Barnhart
1558	Mrs. Sarah Hookwood	1558	Miller W. Morgan
1557	Max Kornberg	1557	George Rowe
1556	George Rowe	1556	Mrs. A. H. Kinzie
1555	Geo. M. Levy	1555	M. Cornfield
1554	Cavanaugh T. F.	1554	Mathilda Goldmuntz
1553	Miss Bianca Simon	1553	Miss K. Linden
1552	Wm. Zimberhoff	1552	Miss Sadie Wiener
1551	Ernest Loveman	1551	Miss Shirley M. Sullivan
1550	Birtwell Norma R. F.	1550	Manion E. Parker
1549	1549	1549	1549
1548	1548	1548	1548
1547	1547	1547	1547
1546	1546	1546	1546
1545	1545	1545	1545
1544	1544	1544	1544
1543	1543	1543	1543
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For Prof. H. B. Roberts

15

Week ending April 22d, 1931.

Mr. L. L. Horch, President
Roerich Museum.

Non-Renewals

1019 A. Schwager 9/30/31
1901 Dr. I. Rosen "

Collections

Delinquent rent letters (second notices) went out Friday.

809 A. Kronheimer promised faithfully to give me
\$200. by Saturday, April 25th.

1120 E. Beer has been out of town for the past six
weeks; I have his promise that he will pay two month's
rent owing to date May 15th at which time he also will
take care of may rent.

1207 Mrs. C. Cushing tells me that she will pay the
two month's rent past due about the end of the month;
and when her money comes in, Mrs. Cushing will let us
have two or three month's rent in advance.

2009 Spoke with Mr. Wehner on the phone Tuesday morning
and asked him to please pay Five or Ten Dollars weekly
on account of delinquent rent.

Outlook for Renewals

1701-2 R. Stoddard is perfectly willing to sign up
again in October providing he is offered a substantial
reduction in rent.

Apartments - Miscellaneous

1209 Mrs. M. Siff tells me she can't afford the rent
she is paying and therefore can't continue her lease.
Her brother, who is an attorney, has been in touch
with Mr. Weiss of Weiss, Pels & Grant, in this respect.

1211 L. Alpern is moving out at the end of the month;
breaking his lease which is to expire September 30th, 1931.

1

THE UNITED STATES OF AMERICA
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

WASH. D. C.
JAN 10 1900
OFFICE OF THE ASSISTANT SECRETARY

TO THE SECRETARY OF THE INTERIOR
FROM THE ASSISTANT SECRETARY
SUBJECT: REPORT OF THE COMMISSIONER OF THE GENERAL LAND OFFICE
ON THE PROGRESS OF THE WORK OF THE BUREAU OF LAND MANAGEMENT
DURING THE YEAR 1899

THE COMMISSIONER OF THE GENERAL LAND OFFICE
REPORTS THAT THE BUREAU OF LAND MANAGEMENT
HAS BEEN SUCCESSFUL IN OBTAINING
THE FOLLOWING LANDS FOR THE UNITED STATES
DURING THE YEAR 1899:

1. A TRACT OF LAND IN THE STATE OF TEXAS
CONTAINING 100 ACRES OF LAND
AND 100 ACRES OF WATER

2. A TRACT OF LAND IN THE STATE OF TEXAS
CONTAINING 100 ACRES OF LAND
AND 100 ACRES OF WATER

3. A TRACT OF LAND IN THE STATE OF TEXAS
CONTAINING 100 ACRES OF LAND
AND 100 ACRES OF WATER

4. A TRACT OF LAND IN THE STATE OF TEXAS
CONTAINING 100 ACRES OF LAND
AND 100 ACRES OF WATER



In Hands of Attorney

1108 We suggested that our lawyer write letter to Miss Ardel to the effect that she make payments of Five or Ten Dollars weekly on account of her indebtedness to us.

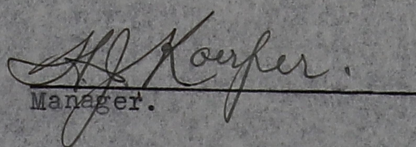
Prospective Tenants

Mr. & Mrs. Strauss, interested in Apartment 805 on two year lease, offer \$1,100. (October occupancy)

Miss Crabbs	1616	900. per annum	75. per month
Mr. I. Berlin	1608	"	"
Miss Singer	1709	"	"

Dining Room

4/21	National Life Conservation	Tea
	61 persons	\$.50 per cover
4/25	Luncheon	
	20 persons	1.25 " "
4/27	Godmother's League	Luncheon
	100 persons	.80 " "
4/29	Dinner (Kiva Room)	
	69 persons	1.25 " "


Manager.

Week ending April 25th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

APARTMENTS

New Lease

805 Edward S. Strauss
October First, 1931 - September 30th, 1933
1,100.00 per annum 91.67 per month.

Collections

2701 Received \$293.59 from our attorneys as part
payment on our claim against Paul Richards.

Outlook for Renewals

2105 Mr. M. Monsky has offered me Twelve Hundred
Dollars (\$1,200.) for the lease term commencing Octo-
ber, 1931, a reduction of Four Hundred Dollars (\$400.)
on his present rental; he will consider a renewal on
this basis only.

MISCELLANEOUS

The Chef has been promised a bonus in consideration
of his efforts, if we should break even or make money
in the Dining Room.

Outlook for Renewals (continued)

709 Mr. L. Allen will sign up for another year pro-
vided he is given a reduction of One Hundred Dollars
(\$100.) His present rental is Eleven Hundred Dollars
(\$1,100.)

H. J. Koerber.
Manager.

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Thursday, April 30th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

New Leases

1616	Miss L. M. Crabbs	5-1-31	9-30-31	900.00
1709	Mr. Neely	5-1-31	9-30-31	900.00

Renewal

709	Mr. L. Allen	10-1-31	9-30-32	1,000.00
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Non-Renewals & Vacate Notices

1021	D. Barnett	at expiration,	9-30-31
404	J. Roerich	" "	9-30-31
2403	Miss C. Widmann		6-1-31
	(in accordance with sixty day cancellation clause contained in lease)		
1222	A. Schifftan	about end of June	
	(in accordance with sixty day cancellation clause contained in letter under date of July 23d, 1929)		
519	Mrs. Linden	out	6-1-31

Miscellaneous

512 Mrs. I. Vincous wants to be released; can't afford to maintain her apartment here.

619 619, Miss W. L. Wiedhopf has asked to be released from her present lease; she is tubercular and has been ordered to go away.

The Harlem Old Timers Organization has complained that it has lost over one hundred in membership - about one hundred twenty-five have not paid dues - members refuse to come here -- all due to the poor ventilation in the Viva Room. They want their lease cancelled as at July first, and I have their promise to pay all rents up to and including June, 1931.

A. S. Kasper.
Manager.

THE
FUGUE

THE
FUGUE

[Faint handwritten signature or mark]

May 1st, 1931.

ROERICH HALL

ENGAGEMENTS.

APRIL

5.- John Kelvin	-\$75
14.- Madeline Hibbert	- 70
15.- N. Y. Little Symphony	- 50
16.- Miss Erza	- 50
18.- Mr. Das	- 60
19.- Club Esperanza	- 60
20.- Quinto Maganini	- 50
21.- Nat. Conserv. Set.	- 25
23.- Ralph Sanderson	- 50
24.- Trinity Sch.	- 65
26.- Mme. Suvovina	- 75
28.- Luth. Church	- 75
30.- Mary Somnese	- 50
	<u>\$255</u>

MAY

1.- N. Y. Little Symphony	- 50
3.- Briss French eve.	-110
7.- Mr. Anderson	- 55
9.- Mme. Arnova	- 72
10.- Mr. Cutler	- 65
12.- Miss Weiss	- 50
15.- Mme. de Lichtenberg	- 60
16.- N. Y. Little Symphony	- 50
17.- Mr. Kempner	- 75
Miss Taitz	- 60
23.- Workmans Orch.	- 55
24.- Miss Carter	- 60
Mr. Bailey	- 55
30.- Joseph Campbell	- 55
31.- Joseph Campbell	- 55
Miss Goodman	- 65
(4.- Rosacrucia	- 50
	<u>\$1042</u>

JUNE

5.- Mrs. Samuels	- 65
7.- Mrs. J. J. Geiger	- 60
Francis Wynn	- 70
13.- Miss Kellman	- 75
14.- Miss Tapia	- 55
Miss Linell	- 55
	<u>\$325</u>

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Saturday, May 2d, 1931.

Mr. L. L. Horch, President
Roerich Museum.

Non-Renewals

910	Miss A. Milsky	upon expiration 9/30/31
1020	Mrs. F. A. Levy	" " "

Miscellaneous

502 Mrs. R. Bernstein wants to vacate June First.

1701-2 R. Stoddard, doesn't favor idea of our changing
The Master's name to Roerich Museum apartments; doesn't
want to live in a museum.

H. J. Kaerper.
Manager.



10-1-1918



TO THE HONORABLE SECRETARY OF THE
NAVY
WASHINGTON, D. C.
FROM THE
OFFICE OF THE
NAVY
WASHINGTON, D. C.

Handwritten signature or initials

2387

81

ROERICH MUSEUM APARTMENTS.

May 7th, 1931.

Oct 1, 1930
to
Sept 30, 1931.

<u>INCOME</u>	<u>3/1-4/30</u>	<u>5/1-5/7</u>	<u>Total</u>	<u>Budget</u>
Apts.	57,996.82	14,993.80	72,990.62	362,600.00
Con: Val, Ldy, News	550.00	175.00	725.00	3,300.00
Con: Kiva Room	283.34		283.34	3,400.00
Master Institute	5,416.67		5,416.67	65,000.00
Restaurant	9,315.20	819.60	10,134.80	54,000.00
	<u>73,562.03</u>	<u>15,988.40</u>	<u>89,550.43</u>	<u>488,300.00</u>
<u>EXPENSES</u>				
<u>Rooms</u>				
Payroll-Hkp.	6,344.81		6,344.81	40,000.00
" Service	1,930.63		1,930.63	12,000.00
Laundry	181.75	21.63	203.38	2,200.00
Clean Supp. & Exp.	211.98		211.98	500.00
Misc. Supplies	25.15		25.15	300.00
Clean Curtains	33.84		33.84	200.00
Uniforms	62.10		62.10	200.00
Linen	307.50	114.56	422.06	
Gratis Items		23.01	23.01	
<u>FOOD</u>				
Payroll-Kitchen	1,827.97		1,827.97	12,000.00
" DR.	1,507.74		1,507.74	9,000.00
Print & Sta.	59.60	67.40	127.00	600.00
Clean Supplies	57.26		57.26	100.00
Kitchen Utensils	56.34	55.62	111.96	300.00
Misc. Supplies	52.86		52.86	300.00
Gas Supply	234.08		234.08	2,500.00
Laundry	229.19	30.86	260.05	1,500.00
Food Cost	5,086.31	548.41	5,634.72	35,000.00
Flowers	1.75		1.75	200.00
<u>Telephone</u>				
Operation Loss				6,000.00
Payroll	629.36		629.36	
<u>GENERAL EXPENSE</u>				
Auditor's Fees	133.33	83.33	216.66	1,000.00
Furn & Fix	34.29	3.00	37.29	500.00
Print & Sta.	130.75	6.00	136.75	500.00
Advertising	150.25		150.25	500.00
Lectures, Recitals & Moving Picts.	137.50		137.50	1,500.00
Payroll	2,355.14		2,355.14	14,300.00
Insurance				4,600.00
Uniforms	3.00		3.00	300.00
Miscellaneous	12.02		12.02	250.00
<u>HEAT, LIGHT & POWER</u>				
Payroll	1,263.75		1,263.75	7,500.00
Coal	1,207.70	152.08	1,359.78	7,000.00
Electricity	228.68		228.68	4,800.00
Elec. Light & Bulbs	4.05		4.05	400.00
Engine Supplies	12.00		12.00	600.00
Elev. Maint.	183.33	183.33	366.66	2,200.00
Ash Removal	40.00		40.00	250.00
<u>REPAIRS</u>				
Payroll	273.00		273.00	1,500.00
Paint & Dec.	71.59		71.59	6,000.00
Mech & Elec Equip	162.74	48.90	211.64	300.00
Repairs- Int & Ext.	34.83	17.00	51.83	1,000.00
	<u>25,278.17</u>	<u>1,355.13</u>	<u>26,633.30</u>	<u>177,900.00</u>

ITEM	QTY	UNIT PRICE	AMOUNT	TOTAL
1.000.00	1.00	1.00	1.00	1.00
2.000.00	2.00	2.00	4.00	5.00
3.000.00	3.00	3.00	9.00	14.00
4.000.00	4.00	4.00	16.00	30.00
5.000.00	5.00	5.00	25.00	55.00
6.000.00	6.00	6.00	36.00	91.00
7.000.00	7.00	7.00	49.00	140.00
8.000.00	8.00	8.00	64.00	204.00
9.000.00	9.00	9.00	81.00	285.00
10.000.00	10.00	10.00	100.00	385.00
11.000.00	11.00	11.00	121.00	506.00
12.000.00	12.00	12.00	144.00	650.00
13.000.00	13.00	13.00	169.00	819.00
14.000.00	14.00	14.00	196.00	1015.00
15.000.00	15.00	15.00	225.00	1240.00
16.000.00	16.00	16.00	256.00	1496.00
17.000.00	17.00	17.00	289.00	1785.00
18.000.00	18.00	18.00	324.00	2109.00
19.000.00	19.00	19.00	361.00	2470.00
20.000.00	20.00	20.00	400.00	2870.00
21.000.00	21.00	21.00	441.00	3311.00
22.000.00	22.00	22.00	484.00	3795.00
23.000.00	23.00	23.00	529.00	4324.00
24.000.00	24.00	24.00	576.00	4899.00
25.000.00	25.00	25.00	625.00	5524.00
26.000.00	26.00	26.00	676.00	6200.00
27.000.00	27.00	27.00	729.00	6929.00
28.000.00	28.00	28.00	784.00	7713.00
29.000.00	29.00	29.00	841.00	8554.00
30.000.00	30.00	30.00	900.00	9454.00
31.000.00	31.00	31.00	961.00	10415.00
32.000.00	32.00	32.00	1024.00	11439.00
33.000.00	33.00	33.00	1089.00	12528.00
34.000.00	34.00	34.00	1156.00	13684.00
35.000.00	35.00	35.00	1225.00	14909.00
36.000.00	36.00	36.00	1296.00	16205.00
37.000.00	37.00	37.00	1369.00	17574.00
38.000.00	38.00	38.00	1444.00	19018.00
39.000.00	39.00	39.00	1521.00	20539.00
40.000.00	40.00	40.00	1600.00	22139.00
41.000.00	41.00	41.00	1681.00	23820.00
42.000.00	42.00	42.00	1764.00	25584.00
43.000.00	43.00	43.00	1849.00	27433.00
44.000.00	44.00	44.00	1936.00	29369.00
45.000.00	45.00	45.00	2025.00	31394.00
46.000.00	46.00	46.00	2116.00	33509.00
47.000.00	47.00	47.00	2209.00	35718.00
48.000.00	48.00	48.00	2304.00	38022.00
49.000.00	49.00	49.00	2401.00	40423.00
50.000.00	50.00	50.00	2500.00	42923.00
51.000.00	51.00	51.00	2601.00	45524.00
52.000.00	52.00	52.00	2704.00	48228.00
53.000.00	53.00	53.00	2809.00	51037.00
54.000.00	54.00	54.00	2916.00	53953.00
55.000.00	55.00	55.00	3025.00	56978.00
56.000.00	56.00	56.00	3136.00	60114.00
57.000.00	57.00	57.00	3249.00	63363.00
58.000.00	58.00	58.00	3364.00	66727.00
59.000.00	59.00	59.00	3481.00	70208.00
60.000.00	60.00	60.00	3600.00	73808.00
61.000.00	61.00	61.00	3721.00	77529.00
62.000.00	62.00	62.00	3844.00	81373.00
63.000.00	63.00	63.00	3969.00	85342.00
64.000.00	64.00	64.00	4096.00	89438.00
65.000.00	65.00	65.00	4225.00	93663.00
66.000.00	66.00	66.00	4356.00	98019.00
67.000.00	67.00	67.00	4489.00	102508.00
68.000.00	68.00	68.00	4624.00	107132.00
69.000.00	69.00	69.00	4761.00	111893.00
70.000.00	70.00	70.00	4900.00	116793.00
71.000.00	71.00	71.00	5041.00	121834.00
72.000.00	72.00	72.00	5184.00	126918.00
73.000.00	73.00	73.00	5329.00	132147.00
74.000.00	74.00	74.00	5476.00	137523.00
75.000.00	75.00	75.00	5625.00	143048.00
76.000.00	76.00	76.00	5776.00	148724.00
77.000.00	77.00	77.00	5929.00	154553.00
78.000.00	78.00	78.00	6084.00	160537.00
79.000.00	79.00	79.00	6241.00	166678.00
80.000.00	80.00	80.00	6400.00	172978.00
81.000.00	81.00	81.00	6561.00	179439.00
82.000.00	82.00	82.00	6724.00	186063.00
83.000.00	83.00	83.00	6889.00	192852.00
84.000.00	84.00	84.00	7056.00	199808.00
85.000.00	85.00	85.00	7225.00	206933.00
86.000.00	86.00	86.00	7396.00	214229.00
87.000.00	87.00	87.00	7569.00	221698.00
88.000.00	88.00	88.00	7744.00	229342.00
89.000.00	89.00	89.00	7921.00	237163.00
90.000.00	90.00	90.00	8100.00	245163.00
91.000.00	91.00	91.00	8281.00	253344.00
92.000.00	92.00	92.00	8464.00	261708.00
93.000.00	93.00	93.00	8649.00	270257.00
94.000.00	94.00	94.00	8836.00	278993.00
95.000.00	95.00	95.00	9025.00	287918.00
96.000.00	96.00	96.00	9216.00	297034.00
97.000.00	97.00	97.00	9409.00	306343.00
98.000.00	98.00	98.00	9604.00	315847.00
99.000.00	99.00	99.00	9801.00	325548.00
100.000.00	100.00	100.00	10000.00	335448.00

Prof. H. H. Karp
22

Saturday, May 9th, 1931.

Mr. L. L. Horch, President
Roerich Museum.

All cancellations received to date:

<u>Apt.</u>	<u>Name</u>	<u>Apt.</u> <u>No. Rooms</u>	<u>Yearly Rental</u>
#404	Julius Bachrach	2	1800.00
614	Dr. E. Briggs Riblet	2	1700.00
910	Miss Augusta Milsky	1	1100.00
1010	Isidor Dilloff	1	1200.00
1016	Mrs. Ella V. Whittemore	1	1000.00
1019	Alfred Schwager	1	1200.00
1020	Mrs. Flora A. Levy	1	1100.00
1021	David Barnett	1	1000.00
1222	Alfred Schifftan	1	1200.00
1410	Wm. B. Seltzer	1	1500.00
1411	Samuel Freedman	2	1300.00
1806	Mrs. Adeline C. Wilcox	1	900.00
1619	Philip B. Furst	2	2900.00
1709	Lawrence H. Baer	1	900.00
1901	Dr. Isadore Rosen	2	2400.00
2003	L. Goldey	1	1500.00
2202	Arthur Oppenheimer	2	2700.00
2403	Miss Catherine Widmann	1	1000.00
<hr/>		<hr/>	<hr/>
18		23	

Rooms have been listed at Columbia University with Mrs. Bliss.

Leases out for #1408 - Mr. Louis Michaels, @ 1100.00.

H. J. Karp

Manager.

Saturday, May 27, 1934

Dr. D. L. Hirsch, President
Houston Museum

All contributions received to date:

Yearly Total	Apr. To House	Name	amt.
1300.00	2	Julius Rosenberg	1000
1700.00	2	Dr. D. L. Hirsch	400
1100.00	1	Miss Augusta Wiley	100
1200.00	1	Edison Elliott	100
1000.00	1	Mrs. Alice F. Westmore	100
1200.00	1	Alfred Schaeffer	100
1100.00	1	Mrs. Eliza A. Levy	100
1000.00	1	David Barnett	100
1200.00	1	Alfred Schaeffer	100
1500.00	1	Mr. E. Selmer	100
1700.00	1	Samuel Friedman	100
900.00	1	Mrs. Myrtle W. Wilson	100
2800.00	2	William S. Trest	100
900.00	1	Lawrence E. Bear	100
2000.00	2	Dr. Leobard Rosen	100
1900.00	1	L. Goldberg	100
2500.00	2	Arthur Oppenheimer	200
1900.00	1	Miss Catherine Johnson	200

25

18

Rooms have been listed at Columbia University at \$100.00.

Balance out for 1934 - Dr. D. L. Hirsch, \$100.00.

H. H. Kupper

ROERICH MUSEUM APARTMENTS
May 14, 1931.

Oct. 1, 1931
to
Sept. 30, 1931

INCOME	3/1-5/7	5/7-5/14	Total	Budget
Apts.	72,990.62	7056.82	72,990.62	362,600.00
Con: Val, Ldy, News	725.00		725.00	3,300.00
Con: Kiva Room	283.34		283.34	3,400.00
Master Institute	5,416.67		5,416.67	65,000.00
Restaurant	10,134.80	837.75	10,134.80	54,000.00
	<u>89,550.43</u>	<u>7894.57</u>	<u>89,550.43</u>	<u>488,300.00</u>

EXPENSES

ROOMS

Payroll-Hkp.	6,344.81		6,344.81	40,000.00
" Service	1,930.63		1,930.63	12,000.00
Laundry	203.38		203.38	2,200.00
Clean Supp.	211.98		211.98	500.00
Misc. Supplies	25.15		25.15	300.00
Clean Curtains	33.84		33.84	200.00
Uniforms	62.10		62.10	200.00
Linen	422.06		422.06	
Statis Items	23.01		23.01	

FOOD

Payroll-Kitchen	1,827.97		1,827.97	12,000.00
" Dining Rm.	1,507.74		1,507.74	9,000.00
Print & Sta.	127.00		127.00	600.00
Clean Supplies	57.26		57.26	100.00
Kitchen Utensils	111.96		111.96	300.00
Misc. Supplies	52.86		52.86	300.00
Gas Supply	234.08		234.08	2,500.00
Laundry	260.05		260.05	1,500.00
Food Cost	5,634.72	502.78	6,137.50	35,000.00
Flowers	1.75	6.00	7.75	200.00

TELEPHONE

Operation Lees				
Payroll	629.36		629.36	6,000.00

GENERAL EXPENSE

Auditor's Fees	216.66		216.66	1,000.00
Furn. & Fix.	37.29	30.00	67.29	500.00
Print & Sta.	136.75	3.37	140.12	500.00
Advertising	150.25		150.25	500.00
Lectures, Recitals				
& Mov. Picts.	137.50		137.50	1,500.00
Payroll	2,355.14		2,355.14	14,300.00
Insurance				4,600.00
Miscellaneous	12.02	1.30	13.32	250.00
Uniforms	3.00		3.00	300.00

HEAT, LIGHT & POWER

Payroll	1,263.75		1,263.75	7,500.00
Coal	1,359.78		1,359.78	7,000.00
Electricity	228.68	131.81	228.68	4,800.00
Elec. Light				
& Bulbs	4.05		4.05	400.00
Engine Supp.	12.00	16.00	28.00	600.00
Elev. Maint.	366.66		366.66	2,200.00
Ash Removal	40.00		40.00	250.00

REPAIRS

Payroll	273.00		273.00	1,500.00
Paint & Dec.	71.59		71.59	6,000.00
Mech & Elec. Equip	211.64		211.64	300.00
Repairs-Bldg.	51.83	30.00	81.83	1,000.00

26,633.30 721.26 27,354.56 177,900.00

May 14th, 1931.

24

NON-RENEWALS

<u>Apt.</u>	<u>No. Rooms</u>	<u>Name</u>	<u>Yearly Rental</u>
#404	2	Julius Bachrach	\$ 1800.00
614	2	Dr. E. Briggs Riblet	1700.00
710	1	Miss Alyce M. Page	1100.00
620	1	Miss Schapiro	900.00
910	1	Miss Augusta Milsky	1100.00
1010	1	Isidore Dilloff	1200.00
1016	1	Mrs. Ella V. Whittemore	1000.00
1019	1	Alfred Schwager	1200.00
1020	1	Mrs. Flora A. Levy	1100.00
1021	1	David Barnett	1000.00
1222	1	Alfred Schifftan	1200.00
1406	1	D. K. Thorpe	1200.00
1410	1	William B. Selpzer	1500.00
1411	1	Samuel Freedman	1300.00
1619	2	Phillip B. Furst	2900.00
1709	1	Lawrence H. Baer	1900.00
1712	1	Joseph Osterweil	1400.00
1806	1	Mrs. Adeline C. Wilcok	900.00
1901	2	Dr. Isidore Rosen	2400.00
2003	1	L. Geldey	1500.00
2105	1	Meyer Monsky	1600.00
2202	2	Arthur Oppenheimer	2700.00
2403	1	Miss Katherine Widmann	1000.00
1022	1	Jack Irwing	1000.00
415	1	Mrs. Jennie R. Weilburg	900.00
420	1	Ben A. N. James	900.00

May 14th, 1931.

NON-RENTALS

Appt.	No. Rooms	Name	Yearly Rental
430	1	Ben N. James	300.00
415	1	Mrs. Jennie R. Weibung	300.00
1023	1	Jack Irving	1000.00
2403	1	Miss Katherine Wigmann	1000.00
2303	2	Arthur Oppenheimer	2700.00
2103	1	Mayer Monsky	1800.00
2003	1	L. Gelbey	1800.00
1901	2	Dr. Isidore Rosen	2400.00
1806	1	Mrs. Adeline C. Wilcox	900.00
1712	1	Joseph Osterweil	1400.00
1709	1	Lawrence H. Baer	1900.00
1619	2	Phillip B. Turst	2900.00
1411	1	Samuel Freedman	1300.00
1410	1	William B. Belpash	1300.00
1406	1	D. K. Thorpe	1300.00
1223	1	Alfred Schiffman	1200.00
1021	1	David Barnett	1000.00
1020	1	Mrs. Flora A. Levy	1100.00
1019	1	Alfred Schwager	1200.00
1016	1	Mrs. Miss V. Whittemore	1000.00
1010	1	Isidore Billoff	1200.00
970	1	Miss Augusta Wilsky	1100.00
620	1	Miss Schapiro	900.00
710	1	Miss Alice M. Page	1100.00
614	2	Dr. E. Briggs Riblet	1700.00
4404	2	Julius Bachrach	\$ 1300.00

Week ending May 16th, 1931.

25

Mr. L. L. Horch, President,
Roerich Museum.

I am attaching a list of all Non-Renewals received up to date;

The following new leases were signed this week:

<u>Apt.</u>	<u>Name</u>	<u>Dates</u>	<u>Yearly Rent</u>
# 902	Arthur Y. Sarony	5/1/31 - 9/30/32	900.00
1408	Mr. Louis Michaels	8/1/31 - 9/30/32	1100.00
1419	Arthur Z. Eisen	5/1/31 - 9/30/31	900.00
1616	Lelah Mae Crabbs	5/1/31 - 9/30/31	900.00

The following leases are now out on:

<u>Apt.</u>	<u>Name</u>	<u>Date</u>	<u>Yearly Rent</u>
1606	William Ronan		
1701/2	Ralph Stoddard	9/30/31 - 10/1/32	3800.00
1705	Mr. G. H. Gluck	10/1/31 - 9/30/32	1000.00
1709	Miss Grace Stern	6/1/31 - 10/1/32	900.00

Leases are now out on the following renewals:

# 810	Miss Sophie Rieser	10/1/31 - 9/30/33	1200.00
703	George H. Frasier	10/1/31 - 9/30/32	1800.00
1509	Miss Dorothy Brewster	10/1/31-9/30/32	1300.00
1614	Miss Bertha M. Masche	10/1/31-9/30/32	1000.00

The following tenants want to cancel their leases:

#914 George K. Hay is moving out today - he is sick and is going to Florida.

#1501 Mrs. Carolyn S. Meyer wants a release - she says she cannot afford to keep her apartment.

#2601 Mr. Bruz Fletcher, would like to be released June 1st as there is too much noise and because of the odors coming from the flue down onto the porch. I told him he would be held to his lease until October 1st, and would not release him.

The following tenants want reductions:

#815 Mr. Bernard J. Marx -pays \$1000.00 a year.

#915 Miss Martha Wisel - " 1000.00 "

#912 Mrs. Carrie Missimer- " 1050.00 "

The following leases have been sent to Weiss, Pels & Grant:

Apt. #502 - Mrs. Ray Bernstein, moved out 5/14/31, owes on lease June, July, August and Sept. - \$300.00

Harlem Old Timers -
Moved out 5/13/31, owing April and May rent, total \$566.68, and five notes of \$40.00 each.

Apt. #1209 - Mrs. Mary L. Siff, still in building, but owes \$300.00 rent to date.
Mr. Weiss will settle with her for \$150.00 down, and \$200.00 will be paid in \$20.00 monthly installments.

Apt. #906 - Jacob Aronstein - also sent note to Weiss which we held, signed by Mr. Aronstein for \$300.00
He owes us a balance of \$417.38

We also wrote to Mr. Weiss to ask Mrs. Fitzpatrick, Apt. #1814 for a settlement of \$75.00

Week ending May 16th, 1931.

Mr. L. H. Norton, President,
Horticultural Museum.

I am attaching a list of all Non-Renewals received up to date;
The following new leases were signed this week:

Apt.	Name	Dates	Yearly Rent
# 902	Arthur V. Salony	5/1/31 - 5/30/32	900.00
1403	Mr. Louis Michaels	5/1/31 - 5/30/32	1100.00
1419	Arthur E. Eisen	5/1/31 - 5/30/31	900.00
1416	Leah Mae Grappa	5/1/31 - 5/30/31	900.00

The following leases are now out on:

Apt.	Name	Date	Yearly Rent
1406	William Roman	5/30/31 - 10/1/32	3200.00
1701 1/2	Reynold Stoddard	5/30/31 - 5/30/32	1000.00
1705	Mr. G. H. Gluck	5/1/31 - 10/1/32	900.00
1709	Miss Grace Stern	5/1/31 - 10/1/32	900.00

Leases are now out on the following renewals:

# 210	Miss Sophie Hesser	10/1/31 - 5/30/32	1200.00
703	George H. Traister	10/1/31 - 5/30/32	1800.00
1509	Miss Dorothy Brewster	10/1/31 - 5/30/32	1300.00
1614	Miss Bertha M. Masche	10/1/31 - 5/30/32	1000.00

The following tenants want to cancel their leases:

#214 George K. May is moving out today - he is sick and is going to Florida.
#1501 Mrs. Carolyn S. Meyer wants a release - she says she cannot afford to keep her apartment.
#2601 Mr. Eric Fletcher, would like to be released June 1st as there is too much noise and because of the odors coming from the line down onto the porch. I told him he would be held to his lease until October 1st, and would not release him.

The following tenants want reductions:

#815 Mr. Bernard J. Marx - pays \$1000.00 a year.
#915 Miss Martha Wisel - " 1000.00
#916 Mrs. Carrie Maschner - " 1050.00

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Moved out 5/15/31, owing April and May rent, total \$500.00, and five notes of \$40.00 each.
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Mr. Weiss will settle with her for \$150.00 down, and \$200.00 will be paid in \$20.00 monthly installments.
Apt. #906 - Jacob Aronstein - also sent note to Weiss which we held, signed by Mr. Aronstein for \$500.00 He owes us a balance of \$417.38

We also wrote to Mr. Weiss to ask Mrs. Witrostick, Apt. #1814 for a settlement of \$75.00

Continued

- 2 -

We also asked Mr. Weiss to make up a list of all the people we have judgments against.

Mr. Mundy promised a check by Tuesday or Wednesday for a \$1,000.00.

We sent out this week 900 circular letters to Business Men & Teachers.

Miss McAuliffe has gotten a reduction on all maid's uniforms of .05 each.

A new Ice Machine Motor has been installed by the Engineer. The old one had Commutator bars shorted out and it was impossible to repair it. As this type of Motor has a bakelike commutator and a new Motor would be necessary which would cost \$55.00, a new Motor was bought for \$60.00 and all work was done by the Engineer himself.

I would like a typist for the office to answer all letters, make out leases and make up all reports.

I would like a man put on for renting.

Restaurant

Attached is a list of the tenants who are frequent patrons of our restaurant.

Mrs. E. Loveman, Apt. #507 entertained a party of 21 on Wednesday, May 6th, a birthday dinner, \$2.50 per head.

Miss L. Miller ~~gave~~ gave a Bon Voyage party (dinner party) to Miss Rosa Punsella and other artists from the Metropolitan Company on Wednesday, May 6th.

Both parties expressed satisfaction with both the Restaurant Service and the food.

In addition to the above parties, we have had a few minor parties of six and seven each which information we have given to the Society Editor of the Midtowner, a new Westside Publication, with the consent of the above tenants.

Several inquiries have been made by signed-up tenants of the new apartment house next to us on Riverside Drive regarding our Restaurant facilities and we already have several for steady patrons among them. This promises a source of revenue for the restaurant in the near future.

We have in view for this month several functions for which we have already mailed out letters including prices and menus, on which we await replies.

A Student Dinner, approximately 50 covers has been arranged at \$1.25 per head as a testimonial to Mr. Bistram on Tuesday May 19th.

Signed,

H. J. Koerber.

Continued

- 2 -

We also asked Mr. Weiss to make up a list of all the people we have judgments against.

Mr. Kundy promised a check by Tuesday or Wednesday for a \$1,000.00.

We sent out this week 900 circular letters to Business Men & Teachers.

Miss McMillan has gotten a reduction on all maid's uniforms of .05 each.

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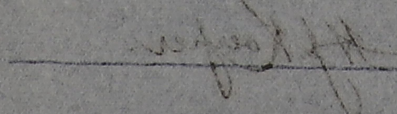
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We have in view for this month several functions for which we have already mailed out letters including prices and menus, on which we await replies.

A Student Dinner, approximately 50 covers has been arranged at \$1.25 per head as a testimonial to Mr. Bismarck on Tuesday May 19th.

Signed,



27

Week ending May 23rd, 1931.

WEEKLY REPORT

Mr. Louis L. Horch, President,
Roerich Museum.

Dear Mr. Horch:

ADVERTISING: Mr. Lionel S. Geist from the New York American would like to run an advertisement in the New York American for two days, Saturday and Sunday, for two weeks (four ads in all) for \$110.00, and would like a picture of the building to put in the Real Estate Column, and would give us a lot of publicity.

Mr. H. H. Levey would run an ad in the American for two days for \$40.00, and would also put a picture in the Real Estate Column and give us publicity.

APARTMENTS:

During the past week two new leases were signed for four months each, and two other leases are still out for signature.

Two renewal leases were signed, and there are eleven others still out for signature.

Major Scott, who represents the Masonic Order, would like to know our charge for the Kiva Room for their meetings the first Saturday, the third Saturday, and if there is a fifth Saturday in the month. They now use Apt. #2304 for their meetings. The Pythian Temple would charge them \$250.00 a year. They have quite a little furniture to store and I have no storage space for it.

Mr. Cavanaugh started to work on the renting today.

RESTAURANT:

Monday, May 18th - A luncheon was held by the Auxiliary of Yonkers Hospital. 15 covers were served at .85 each. There were also several parties of 4 and 5, guests of the house, who then went to our Movies.

Tuesday, May 19th - A Tea was given in Corona Mundi for the Students Exhibition, about 80 people were present - the charge was \$15.00. A Miss Wilcox, an outside patron of our Restaurant, gave a luncheon for 18 at which the regular .85 luncheon was served. A farewell dinner was given in the Kiva Room for Mr. Bistram. 70 were present at \$1.25 per head.

Wednesday, May 20th - Mr. Watson of the Art Inst. of Chicago held a luncheon for 23, which included some of our guests. The charge was \$1.00 per head. Mr. Sam. Gardiner, an outside patron, had a luncheon for 7 at \$1.25 each. At dinner there were two or three groups of 4 and 5 guests of the House.

We have rented the Kiva Room for \$35.00 for a Dance to be held on Friday, May 22nd.

ENGINEER

The Enginger connected up the Kiva Room blower out-let into the Kitchen with 8" pipe for the purpose of giving fresh air to the Cooks.

Very truly yours,

H. J. Koepfer
Manager.

HJK/P

Week ending May 27th, 1934

WEDNESDAY

Mr. Louis A. Brown, President,
Resident Manager.

Best of luck.

APARTMENTS: Mr. Leonard A. Geist from the New York American would like to run an advertisement in the New York American for two days, Saturday and Sunday, for two weeks (from 8:00 a.m. to 11:00 a.m.) and would like a picture of the building to put in the Real Estate Column, and would give us a lot of publicity.

Mr. E. W. Levey would run an ad in the American for two days for \$40.00, and would also put a picture in the Real Estate Column and give us publicity.

APARTMENTS: During the past week two new leases were signed for four months each, and two other leases the staff cut for signatures. Two renewal leases were signed, and there are eleven others still out for signatures.

Major Scott, who represents the Masonic Order, would like to know our charges for the five room for their meeting the first Saturday, the third Saturday, and if there is a fifth Saturday in the month. They now pay \$100.00 for their meetings. The Masonic Temple would charge them \$250.00 a year. They have quite a little furniture to store and I have no storage space for it.

Mr. Gansmuth stated to work on the rental today.

RESTAURANT:

Monday, May 14th - A luncheon was held by the Auxiliary of Yonkers Hospital. 15 covers were served at \$5 each. There were also several parties of 4 and 5, mostly of the house, who then went to our tables.

Tuesday, May 15th - A tea was given in Gordon Hall for the students exhibition, about 30 people were present - the charge was \$1.00. A Miss Wilson, an outside patron of our restaurant, gave a luncheon for 15 at which the luncheon \$25.00 was received. A far well dinner was given in the five room for Mr. Blanton. 10 were present at \$1.25 per head.

Wednesday, May 16th - Mr. Watson of the Art Institute of Chicago held a luncheon for 25, which included some of our guests. The charge was \$1.00 per head. Mr. C. J. Gardner, an outside patron, had a luncheon for 7 at \$1.25 each. At dinner there were two or three groups of 4 and 5 guests of the house.

We have rented the five room for \$25.00 for a house to be held on Friday, May 25th.

WEDNESDAY

The Engineer connected up the five room flower out-let into the kitchen with 3" pipe for the purpose of giving fresh air to the cooks.

Very truly yours,

Handwritten signature
Manager

WEDNESDAY