

Register of the
A. J. Hess Collection
Collection 166

**Center for Adventist Research
James White Library
Andrews University
Berrien Springs, Michigan 49104-1440
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Processed by Donald McKinnie**

A. J. Hess Collection

Collection 166

Scope and Content

Alvin J. Hess (1925-) served the Seventh-day Adventist Church as an auditor and treasurer in four different unions during a tenure of nearly forty years. He served in the Southern Union in the 1950's and 1960's; in the Atlantic Union during the 1960's and 1970's. He went west to the Pacific Union in 1980's. And lastly to the Lake Union in the late 1980's and early 1990's.

_____The collection reflects Hess's work of roughly four decades in denominational service. The collection consist of chiefly of financial statements, committee documents (agendas and minutes), and correspondence. It also contains other documents which relate to Hess's position as a conference officer.

Arrangement:

The majority of the Hess materials are arranged according to union conference, which are listed in alphabetical order. Following the union conference materials are three sections that consists of Trust Services, Auditing and Treasury documents. The final parts of the collection contain materials best arranged by Division. These two sections are categorized as North American Division documents and Other division documents.

The A. J. Hess collection is quite extensive comprising 38 boxes of materials or 16.25 linear feet.

Provenance:

_____The collection was donated to the James White Library by A. J. Hess in two installments. The first portion was donated between 1976 and 1978. The remainder of the collection was donated between 1988 and 1989.

Use:

All users of this collection are required to complete the "Application to Use Unpublished Records," and to observe the regulations specified in the "Patron Agreement" and "Researcher's Code of Conduct." All records in this collection are open and available for research. Citation for this collection:

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A. J. Hess Collection Collection 166

Inventory

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- Box 9 Fld 20 Report, "What's Happening". Statistical Report of Black Work in Pacific Union, by E. A. Canson, Director Office of Regional Affairs (Sept. 14, 1982)
- Box 9 Fld 21 PUC Organizations General Conference Insurance Service Report (1975)
- Box 9 Fld 22 "What We Cannot Do For the Illegal, Undocumented People in the USA"
- Box 9 Fld 23 "Role of Women", General Conference Spring Council (April 3, 1975)
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- Box 9 Fld 25 Brief Summary of Pacific Union Housing Assistance Plan (n.d.)
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Box 23 Fld 13 Ventura County School Proposed Budgets (1988-89)

Box 23 Fld 14 General

10. General Documents

Box 23 Fld 15 Master Calendar (1982)

Box 23 Fld 16 Master Plan (1983)

Box 23 Fld 17 Personal Service Records (Dec. 31, 1982)

Box 23 Fld 18 Monthly Payroll Summary (Nov. 1981)

Box 23 Fld 19 Constitution and Bylaws (Feb. 24, 1984)

Box 23 Fld 20 Proposed Constitution and By-Laws (Final Draft) (c. 1981)

Box 23 Fld 21 A Proposal for a Great Commission Model

Box 23 Fld 22 Membership Report (1984)

Box 23 Fld 23 Organizational Chart

Box 24 Fld 1 Handbook for Office Employees

Box 24 Fld 2 Masterplan Guidelines Support System Review (1982)

Box 24 Fld 3 SCC Constituency Meeting Agenda (April 11-12, 1981)

Box 24 Fld 4 Worksheet: Church growth survey

Box 24 Fld 5 Program Planning Worksheet

- Box 24 Fld 6 Proposed Guidelines for Estate Planning Services
- Box 24 Fld 7 Inner City Manual (1980)
- Box 24 Fld 8 Paper, "Communication and Ethnic Unity," by Shirley Burton
- Box 24 Fld 9 Job Description for Accountant
- Box 24 Fld 10 Memo, Re: Detailed Analysis of Work Activities (Feb. 19, 1982)
- Box 24 Fld 11 Inter-Office Telephone Directory (March 10, 1988)
- Box 24 Fld 12 Convocation Debriefing Meeting Agenda (Nov. 5, 1985)
- Box 24 Fld 13 Convocation Programs (1983, 1984)
- Box 24 Fld 14 Workers Salary and Expense Report, Schedule 51 (Supplement) (1984)
- Box 24 Fld 15 Salary Analysis Report (1986)
- Box 24 Fld 16 Statement of Purpose and 1980 Objectives
- Box 24 Fld 17 Resolution to request adjustment in Tithe allocation (n.d.)
- Box 24 Fld 18 Candidates for Ordination (n.d.)
- Box 24 Fld 19 Concept Proposal for a Regional Adventist Health and Wellness
Resource Center
- Box 24 Fld 20 Various Church Documents
- Box 24 Fld 21 Potential New Member Identification Worksheets (n.d.)
- Box 24 Fld 22 Program Planning Worksheet (Appendices C & D) (n.d.)
- Box 24 Fld 23 Released Prisoner Training Program Proposal (n.d.)
- Box 24 Fld 24 Proposed Youth Department Budget (1977)
- Box 24 Fld 25 Nonexempt Wage Scale (July 1, 1986- June 30, 1987)
- Box 24 Fld 26 Cost of Living and Rental Policy Report (n.d.)
- Box 24 Fld 27 Baptisms and Professions of Faith (1981 & 1982)
- Box 24 Fld 28 Los Angeles Van Ministry Documents
- Box 24 Fld 29 "Helps for Housing." Housing Policies (1988)

11. Glendale Adventist Academy

- Box 24 Fld 30 Committee Meeting Minutes

12. Glendale Adventist Medical Center

- Box 24 Fld 31 Board of Trustees Minutes (1981-1983)
- Box 24 Fld 32 Finance Committee Minutes (1981-1982)
- Box 24 Fld 33 Meeting Agenda (July 15, 1982)
- Box 24 Fld 34 General

13. Lynwood Adventist Academy

- Box 24 Fld 35 Minutes of Executive Board Meeting (June 6, 1988)

14. Newbury Park Adventist Academy

- Box 25 Fld 1 Annual Board Report (1966)
- Box 25 Fld 2 Annual Board Report (1967)
- Box 25 Fld 3 Annual Board Report (1968)
- Box 25 Fld 4 Annual Financial Statement (1969)
- Box 25 Fld 5 Annual Board Report (1969)
- Box 25 Fld 6 Annual Board Report (1970)
- Box 25 Fld 7 Annual Board Report (1982)
- Box 25 Fld 8 Annual Board Report (1983)
- Box 25 Fld 9 Annual Board Report (1984)
- Box 26 Fld 1 Annual Board Report (1985)
- Box 26 Fld 2 Newbury Park Feasability Proposal
- Box 26 Fld 3 Comparative Balance Sheet (Aug. 31, 1984)
- Box 26 Fld 4 Newbury Park Studies, Marshall Stevens Presentation
- Box 26 Fld 5 Total Discussion of the Newbury Park Land Proposal, 55th Constituency
Session (March 1987)

Box 26 Fld 6 Comparative Balance Sheet (June, July 1984)
Box 26 Fld 7 Committee Minutes and Agendas
Box 26 Fld 8 Ground Lease Proposal (1988) (2 c.)
Box 26 Fld 9 Audited Financial Statement (June 30, 1985)
Box 26 Fld 10 General Documents

15. Publishing Department Documents

Box 26 Fld 11 Funds for Listen Drug Abuse Program Leadership (1981)
Box 26 Fld 12 Literature Evangelism Report (Nov. 4, 1982)
Box 26 Fld 13 Literature Evangelism Sales Report (March 23, 1983)
Box 26 Fld 14 Financial Scale Chart for Reimbursement of HHES Leaders
(Dec. 21, 1981)

16. Sabbath School Productions

Box 26 Fld 15 Balance Sheets (1982-1983)

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A. Financial Documents

1. Agency & Demand Funds

Box 27 Fld 1 Balance Sheets (1977-1986)

2. Annual Reports

Box 27 Fld 2 Financial Statements (Conference & Association) (1966)
Box 27 Fld 3 Funded Balance Sheet (1967)
Box 27 Fld 4 Funded Balance Sheet (1968)
Box 27 Fld 5 Funded Balance Sheet (1969)
Box 27 Fld 6 Comparative Balance Sheet (1969-1972)
Box 27 Fld 7 Annual Report (1971)
Box 27 Fld 8 Annual Report (1973)
Box 27 Fld 9 Annual Report (1974)
Box 27 Fld 10 Annual Report (1976)
Box 27 Fld 11 Annual Report (1977)
Box 27 Fld 12 Annual Report (1978) (2 co.)
Box 28 Fld 1 Annual Report (1979)
Box 28 Fld 2 Annual Report (1980)
Box 28 Fld 3 Annual Report (1981)

3. Annuities Fund

Box 28 Fld 4 Balance Sheets (1977-1986)

4. Audited Financial Statements

Box 28 Fld 5 Audited Financial Statement (Dec. 31, 1981 & 1980)
Box 28 Fld 6 Audited Financial Statements (Dec. 31, 1982 & 1981)
Box 28 Fld 7 Audited Financial Statements (Dec. 31, 1983 & 1982)
Box 28 Fld 8 Audited Financial Statements (Dec. 31, 1984 & 1983)
Box 28 Fld 9 Audited Financial Statements (Dec. 31, 1985 & 1984)
Box 28 Fld 10 Audited Financial Statements (Dec. 31, 1986 & 1985)
Box 28 Fld 11 Audited Financial Statement (Dec. 31, 1987)

5. Consolidated Funds

Box 28 Fld 12 Balance Sheet (1977-1978)

6. Current Fund

Box 28 Fld 13 Balance Sheets (1977-1983)
Box 28 Fld 14 Balance Sheets (1983-1987)

7. Current & Plant Fund

Box 28 Fld 15 Balance Sheets (1979, 1981)

8. Education

Bx 29 Fld 1 Comparative Balance Sheet (Aug. 31, 1977)

9. Funds Available Analysis

Bx 29 Fld 2 Analysis of Available Funds (1986)

10. Life Care Contract Funds

Box 29 Fld 3 Balance Sheet (Dec. 31, 1979 & 1978)

11. Plant Fund

Box 29 Fld 4 Balance Sheet (1983-1985)

12. Tax & Insurance Fund

Box 29 Fld 5 Balance Sheet (Dec. 31, 1979 & 1978)

13. Other Financial Documents

Box 29 Fld 6 Cost-Benefit Analysis (1983)
Box 29 Fld 7 Report, "Working Capital, Liquidity and Investments" by Leon F. Sanders
(Mar. 16, 1987)
Box 29 Fld 8 Parsonage Records(1977-1986)
Box 29 Fld 9 Cuddy Ranch (1981, 1985-1987)
Box 29 Fld 10 Estimated Available Cash for 1987 from Collectibles

B. Non-Financial Documents

1. Agendas, Minutes and Committee Documents

Box 29 Fld 11 Association Documents (1977-1987)
Box 29 Fld 12 Association Finance Committee (August 1981)
Box 29 Fld 13 Board of Directors (1975-1979)
Box 29 Fld 14 Board of Directors (1980-1983)
Box 29 Fld 15 Board of Directors (1984-1986)
Box 29 Fld 16 Board of Directors (1987-1988)

2. Cedar Falls Camp

Box 30 Fld 1 Feasibility Proposal
Box 30 Fld 2 Master Plan
Box 30 Fld 3 Committee Minutes
Box 30 Fld 4 Financial Documents
Box 30 Fld 5 General

3. Correspondence

Box 30 Fld 6 General Correspondence
Box 30 Fld 7 Audit Related Correspondence

4. Cuddy Ranch

Box 30 Fld 8 Committee Documents

5. General Documents

Box 30 Fld 9 Culver City SDA Church, Church Beautification Plan
Box 30 Fld 10 Inglewood Spanish Church, Church Acquisition Plan
Box 30 Fld 11 Resolution to Change Resident Agent
Box 30 Fld 12 Parsonage Information (April 15, 1986)

6. Legal Affairs/Trust Department

Box 30 Fld 13 General Legal Affairs Documents
Box 30 Fld 14 Financial Documents
Box 30 Fld 15 Deferred Giving Program (1978)
Box 30 Fld 16 Distribution of Matured Trust (Dec. 31, 1982)
Box 30 Fld 17 American Savings and Loan Documents (1984)
Box 30 Fld 18 Trust Services Report (1987)
Box 30 Fld 19 Review of Trust Operations, Report to Management (July 30, 1987)
Box 30 Fld 20 Correspondence

Adventist Health Systems-West

Box 30 Fld 21 President's Report (Jan. 1982)
Box 30 Fld 22 Minutes for the Special Meeting of the Constituency of Adventist Health Systems-West (Sept. 15, 1982)

The Quiet Hour

Box 30 Fld 23 Financial Statement (1976)

IV. Southern Union

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Box 30 Fld 24 General Southern Union Documents

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Box 30 Fld 25 Southern Union Meeting Minutes

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Box 30 Fld 26 Audit Related Correspondence
Box 30 Fld 27 General Correspondence

Conference Budgets

Box 30 Fld 28 Florida Conference (1971)
Box 30 Fld 29 Kentucky-Tennessee Conference (1971)
Box 30 Fld 30 Georgia-Cumberland Conference (1971)
Box 30 Fld 31 South Atlantic Conference (1971)
Box 30 Fld 32 South Central Conference (1971)
Box 30 Fld 33 Carolina Conference (1971)
Box 30 Fld 34 Southern Union Conference (1971)

Conference Financial Reports

Box 31 Fld 1 Carolina Conference (1969)
Box 31 Fld 2 Florida Conference (1969)
Box 31 Fld 3 Carolina Book and Bible House (1968)
Box 31 Fld 4 Florida Book and Bible House (1968)

Box 31 Fld 5 Georgia-Cumberland Book and Bible (1968)
 Box 31 Fld 6 Kentucky-Tennessee Book and Bible House (1968)
 Box 31 Fld 7 South Central Book and Bible House (1968)
 Box 32 Fld 1 South Central Conference and Conf. Association (1969)
 Box 32 Fld 2 South Atlantic Conference and Conf. Association (1969)
 Box 32 Fld 3 Kentucky-Tennessee Conference and Conf. Association (1969)
 Box 32 Fld 4 Georgia-Cumberland Conference and Conf. Association (1969)
 Box 32 Fld 5 Florida Conference (1987, 1986)
 Box 32 Fld 6 Revolving Fund—Comparative Financial Report (1989,1990)
 Box 32 Fld 7 Florida Conference Income & Expense Statement (1967-1968)
 Box 32 Fld 8 Conference B & B Surveys (1951-1968)

Southern Missionary College

Box 32 Fld 9 Monthly Financial Statements (Leslie Hess/Chuck Hess) (1969-1980)

Alabama-Mississippi Conference

1. Financial Statements

Box 33 Fld 1 Book and Bible House, Balance Sheet (Dec. 31, 1960)
 Box 33 Fld 2 Book and Bible House, Balance Sheet (March 31, 1970)
 Box 33 Fld 3 Book and Bible House, Balance Sheet (Unaudited) (Mar. 31, 1970)
 Box 33 Fld 4 Book and Bible House, Financial Statement (March 31, 1972)
 Box 33 Fld 5 Book and Bible House, Balance Sheet (March 12, 1963)
 Box 33 Fld 6 Balance Sheet (Feb.14, 1962)
 Box 33 Fld 7 Balance Sheet, Conf. Association (Feb. 14, 1962)
 Box 33 Fld 8 Balance Sheet (December 31, 1960)
 Box 33 Fld 9 Balance Sheet, Conf. Association (Dec. 31, 1960)
 Box 33 Fld10 Balance Sheet, Conference & Conference Assoc. (Dec. 31, 1969)
 Box 33 Fld 11 Book & Bible House, 1967-1968 (Mar. 31, 1968)
 Box 33 Fld 12 Balance Sheet (Dec. 31, 1969)
 Box 33 Fld 13 Balance Sheet, Conf. Association (Dec. 31, 1970)
 Box 33 Fld 14 Balance Sheet, Conf. Association (Dec. 31, 1969)
 Box 33 Fld 15 Balance Sheet (Dec. 31, 1968)
 Box 33 Fld 16 Balance Sheet, Conf. Association (Dec. 31, 1968)
 Box 33 Fld 17 Balance Sheet (Dec. 31, 1962)
 Box 33 Fld 18 Balance Sheet, Conf. Association (Dec. 31, 1962)
 Box 33 Fld 19 Balance Sheet (Dec. 31, 1969)
 Box 33 Fld 20 Balance Sheet (Dec. 31, 1971)
 Box 33 Fld 21 Comparative Balance Sheet (Sept. 1970 & Sept. 1971)
 Box 33 Fld 22 Comparative Balance Sheet (June 1970 & June 1971)
 Box 33 Fld 23 Comparative Balance Sheet (July 1970 & July 1971)
 Box 33 Fld 24 Comparative Balance Sheet (Statement Background & Analysis)
 (May 1970 & May 1971)
 Box 33 Fld 25 Balance Sheet (Dec. 31, 1970)
 Box 33 Fld 26 Balance Sheet (Dec. 31, 1971)
 Box 33 Fld 27 Proposed Budget, 1971 (2 copies)

2. Bass Memorial Academy

Box 34 Fld 1 Cash Statement (Dec. 31, 1960)
 Box 34 Fld 2 Financial Statement (1966)
 Box 34 Fld 3 Budget (1966-67)
 Box 34 Fld 4 Financial Report (June 30, 1969)
 Box 34 Fld 5 Audited Financial Statement (June 30, 1970)
 Box 34 Fld 6 Budget (1970-1971)

- Box 34 Fld 7 Revised Proposed Budget (1970-1971)
- Box 34 Fld 8 Housing Loan (c. July 1970)
- Box 34 Fld 9 Paper, "Bass Memorial Academy Finances" (July 24, 1970)
- Box 34 Fld 10 Balance Sheet & Financial Statement (June 30, 1971)
- Box 34 Fld 11 Monthly Financial Statements (Chuck Hess) (1971)
- Box 34 Fld 12 Financial Statement (October 31, 1971)
- Box 34 Fld 13 General Documents

3. Correspondence

- Box 34 Fld 14 General Correspondence (1965-1970)

4. General Documents

- Box 34 Fld 15 General Alabama-Mississippi Conference Documents

Academy Financial Statements and Surveys

- Box 34 Fld 16 Academy Survey (1965-66)
- Box 34 Fld 17 Forest Lake Academy (1966)
- Box 34 Fld 18 Georgia-Cumberland Academy (1966)
- Box 34 Fld 19 Highland Academy (1966)
- Box 34 Fld 20 Madison Academy (1966)
- Box 34 Fld 21 Mount Pisgah Academy (1966)
- Box 34 Fld 22 Greater Miami Academy (with Collegedale Academy) (1966)
- Box 34 Fld 23 Academy Survey (1971)
- Box 34 Fld 24 Forest Lake Academy (1971)
- Box 35 Fld 1 Georgia Cumberland Academy (1971)
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- Box 35 Fld 3 Madison Academy (1971)
- Box 35 Fld 4 Mount Pisgah Academy (1971)
- Box 35 Fld 5 Oakwood College Expenditures Statement (1971)
- Box 35 Fld 6 Greater Collegedale School System (1971)

Other Financial Reports

- Box 35 Fld 7 Panama City (FL) SDA Church (1966)

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General Documents

- Box 35 Fld 8 Social Security and Medicare Slide-O-Scope
- Box 35 Fld 9 "A New Approach to Excellence," Guidelines for the Pacific Union Educational Grant.
- Box 35 Fld 10 Seminar materials, "Tax on Unrelated Income Seminar." (Mar. 1976)
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- Box 35 Fld 12 Paper, "Record Keeping for Trusts."
- Box 35 Fld 13 Paper, "Uniform Plan for Fiduciary Reporting by the Associations of the Pacific Union as Required by the IRS." (1974) (2 copies)
- Box 35 Fld 14 Paper, "Acceptable Assets for a Trust Agreement" by Barclay Martin (n.d.)
- Box 35 Fld 15 Paper, "Leaders and Financial Responsibility," H. E. Rice (n.d.)
- Box 35 Fld 16 1990 Trust Services Meetings Notebook
- Box 35 Fld 17 "A Guide to Your Christian Will," by Lee Bernard
- Box 35 Fld 18 Various Pamphlets
- Box 35 Fld 19 Paper, 'A Brief Summary (What is a Trust?),' Loma Linda Office of Planned Giving

- Box 35 Fld 20 Trust Acceptance Proposal, by Loma Linda University (c. 1976)
- Box 35 Fld 21 General Conference and Accreditation Committee Summary Standards for Accreditation
- Box 35 Fld 22 Paper, "Investment Policy and Opportunities," by Robert E. Osborn (Aug. 23, 1982)
- Box 35 Fld 23 Estate Planning and Investment Meeting Notebook (1969)

Florida Conference Association

- Box 36 Fld 1 Pamphlets, "Partnership with God Series," Florida Conference.

Northern California Conference Association

- Box 36 Fld 2 Trust Services Manual, "A service to Pastors" (n.d.)

North American Division

- Box 36 Fld 3 N.A.D. Trust Services Seminar Notebook, 1986
- Box 36 Fld 4 Minutes of the North American Trust Services Advisory (April 11-12, 1982)

Pacific Union Conference

- Box 36 Fld 5 Trust Coordinating Committee Agenda, Leoni Meadows (c. Oct. 1982)
- Box 36 Fld 6 Program Schedule, Trust Services Council (Feb. 1-4, 1987)
- Box 36 Fld 7 Annual Trust Services Report (1987) & Trust Service Council Program Schedule (Feb. 15-18, 1988)

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- Box 36 Fld 8 Program Schedule, Association Trust Services Council (Nov. 12-13, 1974)
- Box 36 Fld 9 Paper, "The Division of Association Time Between Trust and Non-Trust Activity" (Nov. 12, 13, 1974)
- Box 36 Fld 10 Pacific Union Investment Fund (Scudder, Stevens & Clark Inc.) (Feb. 1977)
- Box 36 Fld 11 Trust Services, Cost-Benefit Analysis, By E. L. Becker (May 1978) (2c.)
- Box 36 Fld 12 List of Trust Accounts (1984)
- Box 36 Fld 13 Declaration of Trust Form
- Box 36 Fld 14 Audit Program Manual

Southeastern California Association

- Box 36 Fld 15 Schedule of Distributions—Trust Gifts & Wills (Sept. 30, 1981) (2c.)

Southern California Conference

- Box 36 Fld 16 Trust & Estate Distributions (1980 & 1979)
- Box 36 Fld 17 Trust Services Report (1983)
- Box 36 Fld 18 Hypothetical Trust Scenarios (Spring 1988)

Southern California Conference Association

- Box 36 Fld 19 Condensed Report of Association Trust Benefits to Conference (c. 1974)
- Box 36 Fld 20 Trust Documents (1975, 1976 & 1978)
- Box 36 Fld 21 Model Chart of Accounts
- Box 36 Fld 22 Chart of Accounts (1981)
- Box 37 Fld 1 Fall Association Council Program Schedule (Oct. 1980 & 1981)
- Box 37 Fld 2 Department of Legal Affairs, Operations & Financial Summary (1982)
- Box 37 Fld 3 Computer Tickler "C.T.", Trust Report (July 27, 1987)
- Box 37 Fld 4 Depository Agreement, Great Western Savings (Dec. 1987)
- Box 37 Fld 5 Department of Legal Affairs, Report & Financial Summary (1987)

Southern Union Conference Association

Box 37 Fld 6 Trust Document Seminar Materials (Jan. 3, 1990)

VI. Auditing and Accounting Manuals

- Box 37 Fld 7 "Fund Accounting Manual for Local Conference and Union Conference Associations SDA Church" (1968) (2 co.)
- Box 37 Fld 8 "Accounting Manual for Local Conferences" (1972)
- Box 38 Fld 1 "Auditors' Manual of Policies and Procedures." G.C. Auditing Department (1973)
- Box 38 Fld 2 "Trust Auditing Manual." GC Auditing Department
- Box 38 Fld 3 "A Manual for Workshops on Conference Accounting." (1985)
- Box 38 Fld 4 "The Trust Audit—How to Prepare and What to Expect" (1990)

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- Box 38 Fld 5 Papers, Becker, E. L. "Accounting for Net Worth in Seventh-day Adventists Organizations" (2 copies)
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- Box 38 Fld 6 Housing and Auto Subsidy Survey 1968 (Atlantic, Columbia, Lake & Southern Unions)
- Box 38 Fld 7 Travel Survey 1968
- Box 38 Fld 8 Correspondence

VIII. North American Division Documents

Financial Statements

- Box 38 Fld 9 Current Fund (Dec. 31, 1972)
- Box 38 Fld 10 Educational Institutions (1975-1976)
- Box 38 Fld 11 Summary of Progress (Fourth Quarter 1983)

Colleges

- Box 38 Fld 12 Emmanuel Missionary College Financial Report (July 31, 1949)
- Box 38 Fld 13 Opening Reports (1957-1962)

Remuneration Documents

- Box 38 Fld 14 Remuneration Scale (July 1, 1982)
- Box 38 Fld 15 Remuneration Scale (Jan. 1, 1987)
- Box 38 Fld 16 Paper, "Seventh-day Adventist Retirement Plan and Benefits," by Major C. White (1984)

Wage Scale

- Box 38 Fld 17 Wage Scale Documents

General

- Box 38 Fld 18 NAD Committee on Administration, Spring Meeting (April 8 & 9, 1981)
- Box 38 Fld 19 Black Statistics in North America (1983)
- Box 38 Fld 20 GC Schedule of Employee Allowances, Taxability Status

IX. Other Divisions

Rasangu Mission and North Rhodesia Mission

Box 38 Fld 21 Financial Statements (1924)

Southern African Union

Box 38 Fld 21 Spion Kop Missionary Institute, Financial Statements
(Dec. 31, 1932)

The End

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1. Yearbook–Glendale Union Academy (1950)
2. Yearbook–Glendale Union Academy (1951)
3. Yearbook–Glendale Union Academy (1953)
4. Yearbook–Glendale Union Academy (1954)
5. Anniversary book–Norwalk S.D.A. Church (c. 1973)
6. Basic Educational Opportunity Grant Program Application
7. Paycheck stub for Charles Hess (Greater New York Conference)
8. Pamphlet “Touring the Columbia Gorge”
9. Morton, Eliza H. *Hints to Church Librarians: A Handbook of Practical Instruction*.
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10. Bucks Bridge Monument Dedication (Sept. 17, 1978)
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14. Spirit of Prophecy Day Sermons (1979-1983).
15. “Path to the Heart” Informal Talks, Vol. 1 by G. A. Coon
16. Article, “Money Market Funds,” by Ben Weberman
17. Article, “A Place to Grow” by Ray Tetz
18. Calendar of Health Shows
19. Magazine Article (clipping)–“Adventists Make Conversion From System/3 to Wang Mini
20. Health Care Assistance Plan
21. Glacier View Reports Cover Page (1 p.)
22. Foothill Family Health Center, Medical Group. Compiled Financial Forecast (1983)
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24. Potential New Member Identification Worksheet (2 copies)
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26. Memorandum, Father River Hospital, Re: “Report on the Implementation of the
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27. Article, “Before You Build-I” by K. F. Ambs, excerpt *The Ministry Magazine* (Sept. 1969)
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31. Assignment of Promissory Note
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33. Fall Association Council Program Schedule (Oct. 21, 1980)
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