HALL 26  HOMO PURITANICUS
Mrs. Arthur M. Greenwood recently was made a Fellow of the Smithsonian Institution at a ceremony held in the Regents Room. Dr. Carmichael made the presentation.

Mrs. Greenwood has been an ardent collector of Americana since her college days. With her husband, Dr. Arthur M. Greenwood, she restored the Abner Goodale homestead in Marlborough, Mass., built in 1702. There, with a steadily growing collection of rare objects representing early American arts and customs, the flavor of colonial life was recreated. "Time Stone Farm," as the homestead was known, became a gathering place for the antiquarians and historians attracted by the warm blend of fellowship, atmosphere, and artifactual rarities. Not only was the house a repository of domestic furnishings, but eight barns and outbuildings housed farm gear, vehicles, cider-presses, forge, and numerous other kinds of apparatus appropriate to what had been a self-sufficient farm.

Besides specimens, Mrs. Greenwood assembled the books which give documentary background to her collection. To house these she acquired a late 17th-century house which was about to be dismantled in Everett, Mass. This house was moved to Marlborough where it was re-erected and restored to its early state.

In 1949 Mrs. Greenwood, seeking to preserve the spirit as well as the antiquarian context of Time Stone Farm, gave to the Smithsonian Institution nearly 2,000 objects from her collection. A few of the more important specimens were immediately exhibited in the foyer of the Natural History Building.

With the advent of the exhibits modernization program, the new "Hall of Everyday Life in Early America" was authorized. In order to provide an authentic setting for the 17th century furnishings which she had given, Mrs. Greenwood presented the old house which sheltered her library. It is familiarly, if unofficially, called the "hook" house. This is now re-erected and appropriately furnished, all within the confines of Hall 26. It will be seen publicly late in January.

For display in Hall 26, Mrs. Greenwood has placed on loan extremely rare horn-books, games, dolls, and other objects pertaining to child-life, also a case of colonial silver and additional examples of furniture.

A red-cypress pirogue was presented to the Smithsonian on October 22. It was handmade from red cypress by Ebdon Allemaud of Bayou Pierre-Part, La., for Esso Standard Oil Company's documentary film, "The Pirogue Maker." The film was prepared by Esso to support the Acadian Bicentennial Celebration in Louisiana last year.

This symbol of a vanishing handi-craft in the Bayou Country was presented to the Smithsonian as a permanent gift -- one which will be reminiscent of the folklore and handicraft of the Acadians.

Following the presentation, the Esso Standard Oil Company was host at an informal reception and luncheon at
the Willard Hotel for officials of the Smithsonian, the Louisiana State Historical Societies, the Louisiana Society in Washington, and members of the Louisiana Congressional Delegation. Following the luncheon Miss Susan Reed, who did the musical score for the Edison film, entertained the group with folk songs.

The following members of the Smithsonian staff attended the presentation and luncheon: John Graft, John Edery, Remington Kellogge, Frank Taylor, Paul Gehae, Robert Multhauf, Philip Bishop, C. Malcolm Watkins, Kenneth Perry, and Leslie Nouville.

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OVERHEARD AT A SALES DESK

1st Lady: My son made Corporal last week.
2nd Lady: Is that so?
1st Lady: Yes, and he's been in only 9 years.
2nd Lady: My son wrote last Sunday and said he couldn't get home because he was on Kitchen Police. I wrote back and told him: "Be good to the boys and don't arrest any of them."

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GLASS COLLECTION WRACKED

W. Daniel Quattlebaum, a noted Pasadena collector of early American glass, notified the Smithsonian last spring that he was planning to sell his entire collection, except a portion lent to the Los Angeles County Museum many years ago and now converted to a gift.

The collection numbered several historical specimens, consisting of blown and engraved vases depicting important historical aspects of American glass production as well as rare, early pressed pieces.

The glass was packed and shipped by van in six cases. One July morning the van approached a railroad crossing in Alliance, Ohio, where a Pennsylvania express train was passing at 70 miles per hour. The van driver ran into the side of the train, derailed the last cars and sending them hurtling into a grain mill. Two mill employees, a trainman, and the driver of the van were killed. The Quattlebaum glass collection was nearly a total loss, so far as can be determined now. To the Smithsonian and the American public this is a loss, indeed, in terms of beautiful, educational, and irreplaceable specimens.

Mr. Quattlebaum, prior to the shipment, purchased for the Smithsonian five outstanding examples of blown glass that were shipped here directly by the dealers. These are in addition to his precious gift of an engraved decanter and the so-called "Margaret Thomas" bowl, made at John Frederick Amerling's New Brunswick Glassworks near Frederick, Md., in 1794. All this glass will be exhibited in Hall 26.

**GEORGE D. MCCOY**

The Smithsonian lost one of its most loyal employees on October 18 when George D. McCoy died during a delicate heart operation at Georgetown Hospital.

Mr. McCoy came to the Smithsonian as a messenger at the age of 17 and was first assigned to the office now known as the Registrar's in the newly opened Natural History Building in 1910. In October 1920, at the request of Dr. Walter Hough, he transferred to the office of the head curator, department of anthropology, where he worked for 36 years, to the time of his death. He took advantage of every opportunity to improve his status. He became proficient as a typist and stenographer, and widened his interests to include the history of stringed instruments, particularly pianos. His close contact with such men as W. H. Holmes, Walter Hough, and other anthropologists from this country and abroad afforded opportunities for him to increase his knowledge of archeology, ethnology and physical anthropology.

His pleasant and congenial personality was evidenced by his many friends throughout the Smithsonian. He was tactful, dependable, and willing to assume additional responsibilities; he was efficient, and always strove for perfection in his work. His multitudinous duties as secretary in the head curator's office were performed in an outstanding manner.

In his 42 years with the Smithsonian Mr. McCoy established a record of which his wife, three daughters, one son and three grandchildren can be proud.

George was buried on October 22 in Fort Lincoln Cemetery.

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**FIRST LOCOMOTIVE**

Frances Klapthor, the baby daughter of Frank and Margaret Brown Klapthor, arrived on Saturday, November 3, in La Plata, Md. She weighed a little over 7 pounds.

Frances' mother is a curator in the department of history and her father, formerly of the Smithsonian, is curator of the DAR Museum in Constitution Hall.

**OLD LOCOMOTIVES**

Railroading fans who bawl the passing of the "iron horse" will be interested to learn that the Smithsonian has on exhibition all the known remains of all the steam locomotives used in this country before 1850.

This adds up to one operable locomotive, built in 1831, and parts of four earlier ones, according to a recent Smithsonian publication, "The First Quarter-Century of Steam Locomotives in North America," by Smith Hempstone Oliver.

The locomotive is the "John Bull," built in Britain for a New Jersey line that is now part of the Pennsylvania Railroad. It was placed in service Nov. 12, 1831, and remained in active use until 1865. Since then it has been on display at most of the major fairs and expositions in this country.

The oldest relic is the safety valve of this country's first rail locomotive—built as an experiment by Col. John Stevens, of Hoboken, N.J., in 1825. Stevens ran the locomotive around a small circular track on his front lawn.

Another relic is a wheel—said to be all that remains of the original "De Witt Clinton." This famous locomotive in 1831 was the first to run in New York State, near Schenectady, on tracks now a part of the New York Central System.

Also in the Smithsonian are parts of two British-built locomotives, the "America" and the "Stourbridge Lion." They were bought in 1829 by the De Witt Clinton and used in the Erie Railroad. A famous locomotive in this country before 1830, Mr. Oliver found that only 11 operable ones remained, including the Smithsonian's "John Bull."

The railroad historian Thomas Norrell,
of Silver Spring, Md., contributed a color frontispiece to the publication. His photograph shows a locomotive of the 1830's in action during the filming of the recent Disney classic, "The Great Locomotive Chase."

The book may be purchased for $1 from the Superintendent of Documents or any Smithsonian Information Desk.

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THE THING

Helena Weiss, registrar of the National Museum, recently received a letter that read:

"Dear Sir: I would like it very much if you would send me some information where, when, and how to capture them. Can you tell me what to put them in, also what to feed them. If it cost me anything please compute from it the approximate amount of their annuities."

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IMPERIAL LAKES OF PEKING

On November 13 George N. Kates gave an illustrated lecture on the "Imperial Lakes of The Forbidden City, Peking" at the Freer Gallery. This was the second in the Freer's 1956-1957 lecture series.

Mr. Kates has a varied and interesting background. Educated in this country and in Europe, he decided many years ago to adopt China and the Chinese as his primary interest. He began by teaching himself the rudiments of the Chinese language and soon went to Peking where he spent his full time absorbing Chinese and the atmosphere of the old capital. His delightful book, "The Years That Were Fat," published in 1956, describes those seven years in Peking. During that period he also devoted himself to scholarly pursuits and has published articles in Harvard's Journal of Asiatic Studies, the Montemera Serica, which is the Journal of Oriental studies of the Catholic University of Peking, and in various museum bulletins. He has held positions in American museums, has been on the staff of the United Nations, and has been associated with the American Council of Learned Societies.

Mr. Kates' long sojourn in China afforded him an excellent opportunity to photograph and study the Imperial Lakes of the Forbidden City of Peking. The Gallery feels that it was extremely fortunate to be able to present this interesting and beautifully illustrated lecture on one of the grandest landscape schemes ever to be conceived.

REDSKIN COVERS

Smithsonian fans of the Redskins--Washington's National Football league team--may be interested to know that the series of drawings by LeBaron Coakley that have appeared on "The Redskins" program for the past two years were made from photographs in the Bureau of American Ethnology.

Mr. Coakley visited Dr. Stirling--another Redskins fan--at the Bureau office early last year and selected about 30 prints to use as models in his series of drawings of great Redskins. On page 1 of each program is a short biographical sketch of the famous Indian represented on the cover. The material for these sketches was obtained from the Bureau's best seller for more than 50 years--"The Handbook of American Indians North of Mexico."

ANNUITY CHART

On the following page is printed the Civil Service Annuity Chart. Employees contemplating retirement can compute from it the approximate amount of their annuities.

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APPRECIATES PUBLICATIONS

Dr. Remington Kellogg, Director of the National Museum, recently received a letter of appreciation from Flora B. Ludington, Librarian of Mount Holyoke College at South Hadley, Mass. Following is a paragraph from the letter:

"This is to tell you how much Mount Holyoke College appreciates the long-time generosity of the Smithsonian Institution in sending us your publications. When I review the record of your gifts through the two decades that I have served the college as librarian, I realize that some of our most scholarly and helpful material has reached us through you. The distinction of your publication list is well illustrated by the recent book by Pope, 'Chinese porcelains from the Ardebil Shrine.' This handsome volume is already in use by our Art Department in connection with a course on Far Eastern art, while other volumes in the sciences and in ethnology are being used by faculty members and students in the appropriate fields."

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ZOO DIRECTOR RETIRES

Dr. William M. Mann, who served for 31 years as director of the National Zoological Park, retired on October 31.

Dr. Mann, who recently reached the statutory retirement age of 70, was the fifth director of the Park, which was established by Secretary Langley of the Smithsonian in 1889. He began his Government career in 1915 as an entomologist with the Bureau of Entomology, United States Department of Agriculture. He became Director of the National Zoo in 1925.

It is widely recognized that under Dr. Mann's direction the Washington zoo became one of the best collections of living animals in the world. The physical equipment of the zoo also has steadily improved, and during Dr. Mann's administration four modern exhibition buildings were added and others were planned. Today the National Zoological Park is not only a scientific center but also one of the Capital's prime tourist attractions, drawing about 3.1 million visitors annually.
### HOW TO USE THIS CHART

**Step 1:** Figure the years and months of service you will have at the time you expect to retire. Place a mark at the appropriate place on the "Length of Service" scale.

**Step 2:** Determine your "High-Five" Average Salary. Place a mark at the appropriate place on the "Average Salary" scale.

**Step 3:** Draw a straight line from the place marked on the "Length of Service" scale through the place marked on the "Average Salary" scale and extend the straight line to the "Annuity" scale. The point of intersection on the "Annuity" scale will be the approximate amount of your basic annual annuity.

For example, to determine the basic yearly annuity of an employee with 22 years and 6 months service and a "High-Five" average salary of $4,500, draw a line connecting 22 years, 6 months on the "Length of Service" scale and $4,500 on the "Average Salary" scale and extend the line to the "Annuity" scale. The point on the "Annuity" scale is the approximate basic yearly annuity. In the example, the basic annuity is $2,100.

### NOTE

- A length of service cannot include any service for which a refund has been paid unless the required recoupment is made before retirement is effective.
- Basic annuity cannot be greater than 50% of average salary.
- Basic annuity is subject to reduction if: (a) retirements are not in the fund for any service since August 1, 1920, (b) retirement except for disability is before age 60, (c) a survivor-type annuity is elected at retirement.
- If retirement is under the disability provision, use this chart only if the resulting rate is higher than the guaranteed minimum.

### Table: Annuity Dollars

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<td>26</td>
<td>3,300</td>
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</table>

### Annuity Milestones

- **B. Length of Service:**
  - If retirement is under the disability provision, use this chart only if the resulting rate is higher than the guaranteed minimum.

### Diagram

- **ANNUITY:** Scale
- **AVERAGE SALARY:** Scale
- **LENGTH OF SERVICE:** Scale

### Text

A native of Montana, Dr. Mann received his education at Staunton (Va.) Military Academy, the State College of Washington, and Stanford and Harvard Universities. At Harvard, where he earned his Doctor of Science degree, he studied under the renowned zoologist and teacher William Morton Wheeler, and, like Wheeler, became one of the world's greatest authorities on ants. He has collected and studied ants around the globe, and only last year he presented to the Smithsonian Institution his huge personal collection of these insects, numbering more than 117,000 specimens.

Dr. Mann has made trips to many foreign lands to obtain live animals for the zoo's collection. In 1926 he headed the Smithsonian-Chrysler Expedition to East Africa, in 1937 a National Geographic Society Expedition to the East Indies, and in 1940 the Smithsonian-Firestone Expedition to Liberia. He has been particularly successful in obtaining rare species never before exhibited, and through his many contacts with zoologists, animal collectors, dealers, circuses, and zoos the world over he has maintained the National zoo at a high level.

Dr. Mann has written many scientific papers, and his two books—"Wild Animals In and Out of the Zoo" and the autobiographical "Ant Hill Odyssey"—have brought his colorful life and work to a wide public. His wife, Lucile Q. Mann, is also a noted author, mostly on biological subjects.

In announcing Dr. Mann's retirement, Dr. Carmichael stated that Dr. Mann would continue his association with the Smithsonian in the capacity of Honorary Research Associate, the Institution's highest honorary scientific designation. He also announced that Dr. Theodore H. Reed, of Portland, Oreg., who has held the post of chief veterinarian of the zoo since July 1955, has been named acting director of the National Zoological Park.

Following is a letter from Dr. Carmichael to Dr. Mann:

"I am extremely sorry because I must be out of the country on important Smithsonian business that I cannot personally clasp your hand and say the many things I would like to say to you on this meaningful day.

"First of all, instead of speaking of your retirement, may I rather state how delighted I am to announce officially your new appointment as Honorary Research Associate of the Smithsonian Institution. As you know, this is the Institution's highest honorary scientific designation, and we are all looking forward to many important scientific contributions from you in the future."

"My distinguished predecessor, the third Secretary of the Smithsonian Institution, Dr. Samuel P. Langley, was the wise man who had the vision that created the National Zoological Park. He recognized that such a bucolic setting for the Institution's scientific and educational needs would also be an ideal place for the recreation and instruction of all Washingtonians and American citizens from every state and of all ages. Secretary Langley secured the services of Frederick Law Olmstead, one of the greatest landscape architects that America has ever produced, to lay out the facility which became the National Zoological Park in Rock Creek Park. Times have certainly changed since then for Secretary Langley spoke of the Zoo as being located in a pleasant carriage ride from Washington."

"All this happened 60 years ago, and during the last half of this period, for 31 years to be exact, this great National shrine of biological science and instructive recreation has been under your wise and truly inspired direction. You have made this National Zoological Park world famous. Under your administration, next to the Tokyo Zoo, it has come to have more visitors, I am informed,
than any other zoo in the world. It would not be an exaggeration to say that this great bureau of the Smithsonian, that is also a great installation of the District of Columbia, is peculiarly a monument to your wisdom and your great capacity for warm human friendships. You are a lover of animals, but you are also a lover of your fellow human beings. It is for this reason that you have been so singularly successful in your great life's work.

"Now I can only say again that every one of us in the Smithsonian family rejoices that this day does not really mark the termination of your notable career, but rather the initiation of a new era of usefulness in which you, as an Honorary Research Associate of the Smithsonian Institution, will carry forward the banner of biological science as you have done ever since your earliest boyhood.

"Personally one of the great satisfactions of my life in Washington has been to know you, Sir, and your charming and talented, biologically erudite wife. Mrs. Carmichael and I look forward to long years of pleasant association with you both. Sincerely yours, Leonard Carmichael."

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THE NATIONAL COLLECTION OF FINE ARTS recently announced the opening of the 19th Metropolitan State Art Contest in the foyer of the Natural History Building. The contest is under the auspices of the District of Columbia chapter of the American Artists Professional League, assisted by the entire House Club. The exhibition will continue through November 25.

NEW APPOINTMENTS

Museum Curators:
Vladimir Glain-Stefanelli (History)
Philip W. Bishop (Mgn. and Ind.)

Museum Aid:
Henry B. Roberts (Geology)

Exhibit Workers:
Paul H. Burroughs (Off. of Exh.)
Leona Steinberg (Off. of Exh.)
George V. Hayles, Jr. (Off. of Exh.)

Physicists:
Paul Dodge (APO)
Max Krock (APO)
Alan S. Metier (APO)
John M. Waddell, III (APO)

Archeologist:
Joseph H. Caldwell (River Basin Survey)

Animal Keeper:
Cordell N. Davenport (Zoo)

Guard:
Anthony D. Fabrizio

Mathematician:
Don A. Lautman (APO)

Correspondence Clerk:
Martha L. Holt (APO)

Clery Typist:
Lois M. Smiler (Library)
Louise Long (FAE)

Junior Clerk:
Heather F. MacKinnon (BSRF)

File Clerk:
Leroy Wells (BSRF)

Laborers:
Arthur M. Davis
Wilbert Perry

SEPARATIONS

Robert Q. Tucker
John Grilles
Birtwell A. Phillips
Arthur A. Moore
William M. Mann
Burns A. Stubbe
Jerome W. Scott

Leon Hoyers
Frank T. Nyles
George D. McCoy
Elizabeth M. Comn
Charles F. Dorman
Henry General
Charles R. James
Bret S. Keider
George L. Korns
Nicholas C. Matlas
Enroth B. Morris
William A. Vantorn
Mary B. Freeland
Holli D. Dobson
Annie W. Grant
Clara L. Jackson
Rodris C. Rote
Helen F. Smith

of Andrew Jackson, Jr., the President's adopted son. Sarah Jackson was First Lady of the White House from 1829 to 1837 and presiding lady of "The Hermitage" from the time of her marriage in 1831 until her death in 1857. The latter dress was received for the collection in 1922 from a descendant of Mrs. Jackson through the interest and efforts of the Ladies' Hermitage Association. The Ladies' Hermitage Association was organized in 1899 for the purpose of acquiring the home and tomb of Andrew Jackson and to beautify and preserve them "in a manner befitting the memory of that great man and com-memorative with the gratitude of his countrymen."

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AIR MAPS

The Smithsonian recently received about a thousand World Aeronautical Charts from the Aero Chart and Information Center, St. Louis. These maps are in the Division of Insects and are available to all who need them in connection with their work.

"I trust you have Blue Cross, Mr. Wicker-sham."
GIFT SUGGESTIONS

The Publications Distribution Office, 2d floor of the Arts and Industries Building, has the following books at special prices for Smithsonian employees.

"Small Arms and Ammunition in the United States Service," by Col. B. R. Lewis, priced at $5.00, is available to employees for $2.50.

The 9th edition of the publication entitled "The National Aeronautical Collections," by Paul E. Garber, priced at $1.50, is available to employees for $1.00.

The North American Wild Flower Post Cards, a set of 12 beautiful post-card color reproductions from Mary Vaux Walcott's North American collections, is priced at $1.00. The book entitled "Dresses of the First Ladies of the White House" by Margaret Brown, priced at $4.50, is available to employees for $3.00.

The book entitled "Suggestions for the Use of Insects," is available to employees for $6.00.

Call Mrs. McCarthy or Miss Hite on 239 or 225 for further information on these items.

... INSECTS DRAW CROWD

As an aftermath of the Tenth International Congress of Entomology held at Montreal in the early fall, many outstanding foreign entomologists visited the division of Insects to work with taxonomic specialists and study material in the National collections. This visitation by distinguished scientists reflects the interest in and the importance of the material assembled in this division of the National Museum.

Following are the scientists from abroad who visited the division during September. The special interest of each is shown in parentheses.

H. P. Barnes, Rothamsted Experimental Station, Harpenden, England. (Types of Ichneumonidae in Felt Collection.)

R. N. Benson, British Museum (Natural History), London, England. (Sawfly material.)

Mr. Fletcher, Forest Products Laboratory, Princeton, New Jersey, New York. (Coleoptera attacking forest products.)

Mr. R. B. Britton, British Museum (Natural History), London, England. (Coleoptera attacking forest products.)

J. Allan Campbell, Animal Diseases Research Association, Woreden Institute, Edinburgh, Scotland. (Colleocides.)

Vittorio Delucchi, Commonwealth Institute for Biological Control, Mendrisio, Switzerland. (Parasitic Hymenoptera.)

J.B.N. van Dinten, Department of Agriculture, Paramaribo, Surinam. (General problems in entomology of Surinam.)

J. P. Doncaster, British Museum (Natural History), London, England. (Aphididae.)

F. van Emden, British Museum (Natural History), London, England. (Muscid Diptera.)

Jean Ghesquiere, Union Internationale pour la Latte Biologique, Menton, France. (Paraictic Hymenoptera and Aleyrodidae.)

Z.I. Heaf, Frey Museum, Munich, Germany. (Chalcididae.)

E. H. Howe, Pest Infestation Laboratory, Slough, Bucks, England. (Coleoptera attacking stored grain.)

Prof. Kemper, Max von Pettenkofer Institut, West Berlin, Germany. (Lice and lice of domestic rat.)


D. E. Lees, British Museum (Natural History), London, England. (Aphididae.)

R. Levi-Castillo, Guayaquil, Ecuador. (Medical entomology.)

Astrid Lozen, Bergen Museum, Bergen, Norway. (General curatorial problems.)

J. F. Perkins, British Museum (Natural History), London, England. (Parasitic Hymenoptera.)

Agnes Silveira Guldo, Faculdad de Agronomia, Guayaqui, Montevideo, Uruguay. (Uruguayan Orthoptera.)

J. Szent-IVany, Department of Agriculture, Port Moresby, New Guinea. (Entomology of New Guinea, particularly Diptera.)

Fernando da Zayas Munos, Ministerio de Agricultura, Havana, Cuba. (Coleoptera or Oribatida.)

Recent other visitors to the division include:

Mrs. J. Bonne-Weyster, Institute voor Tropische Hygiene en Geographische Pathologisch Koninklijk Instituut voor de Tropen, Amsterdam, Netherlands.

Dr. W. W. M. Forbes, Museum of Comparative Zoology, Cambridge, Mass. (Lepidoptera.)

Dr. J. Linsely Gressitt, Chairman, Department of Entomology, Bernice P. Bishop Museum, Honolulu, Hawaii. (Coleoptera.)

Dr. Frederico Lane, Departamento Zoologia da Secretaria da Agricultura, Sao Paulo, Brazil. (Dermaptyidae.)

CURATOR ATTENDS MEETINGS

Frank M. Setzler, head curator of anthropology, was a guest of honor at the 25th anniversary meeting of the Archeological Society of New Jersey held at the Stacey-Trent hotel in Trenton on October 27.

Dr. Setzler also attended the annual meeting of the Eastern Archeological Federation held in Princeton and Trenton on October 27 and 28.

"Wise men change their minds; fools never do."

TEMPORARY WORKERS' INSURANCE

Coverage of the Federal Employees' Group Life Insurance program has been extended to employees who transfer to temporary positions, provided they are employed full-time in the temporary job and it is one subject to the Insurance Act, the Civil Service Commission has announced. Previously, when such transfers were made, the insurance coverage stopped.

The effective date of the extension is October 17, 1956. Coverage is automatic, unless the employee files a waiver. This transfer must be accomplished without a break in service of more than three days.

Employees who transferred before October 17 under the same circumstances will regain their insurance automatically on that date unless they waive the privilege.

ANNUAL LEAVE

Employees have until Jan. 12, 1957, to use all of their 1956 annual leave. This is because the last complete biweekly pay period for the current leave year will end on that date.

Those who had an annual leave accumulation of 30 or more days at the start of 1956 must use all of the leave earned this year by January 12 or lose the unused portion.

FRUIT CAKES

As for several years past, Smithsonian employees will be offered a special price on 3-lb. and 2-lb. "Hootees" fruit cakes. Prices and information may be obtained by calling Ext. 397.

RIDE WANTED

To and from vicinity of Wisconsin Avenue and F Street, N.W. Please call Margaret Archer, Ext. 236.

PERSONAL DEBTS

Last November the Personnel Office notified all employees of the agency policy regarding past due debts. For some time there was a noticeable decrease in the number of letters from creditors regarding personal obligations. Recently, however, there has been a tremendous influx of notices from various business establishments advising of employees' failure to pay their bills. In some cases the number of complaints was so great that it was necessary to take disciplinary action in accordance with Section 417 of the S. I. Manual; in fact, one employee was removed "for the good of the service."

With the advent of Christmas and the tendency to incur large bills, you are urged to pay current obligations as soon as possible to avoid disciplinary action.

This is the agency policy covering delinquent debts:

Upon receipt of written notice from a creditor, the employee will be asked to report to the Personnel Office, where he will be presented with the facts and be given an opportunity to explain the reasons for permitting the delinquency to occur. If the obligation appears just, the employee will be urged to take prompt action in making payments. Counseling and guidance will be offered if need is indicated and if such service is desired.

After a reasonable time, if further communications are received indicating continued neglect of just debts, the following action will be taken: (a) warning letter to 3-day suspension (upon receipt of second notice); (b) three to five days suspension (upon receipt of third notice); and (c) removal for the good of the service (upon receipt of fourth notice). The above will apply whether the notice is received from one or more creditors. Each action will bear the notation "wilful refusal or negligent failure to pay just and acknowledged debts without sufficient excuse or reason." The total reckoning period for these several actions shall not exceed one year.

NO SCALP?

A student at Georgetown University law school telephoned the Bureau of American Ethnology last month. He began by saying "You probably won't believe this, but-" He had found a slightly used Indian tomahawk on the corner of 6th and P Streets, N.W., and wanted to know if the Smithsonian would like to add it to the collections.

Several reasons have been advanced as to how the tomahawk got to 6th and P.

One is that Jessie Shaw was chasing someone with it, and another is that it was used in the recent political campaign.

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FOR WINTER VACATIONS

If you are taking a winter vacation why not give another Smithsonian employee a chance to use your parking place? Call the Superintendent's Office, Ext. 397. Many vacations are taken, but only a few call so that others may have the privilege of parking.

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RETURNS

October is the month for retirements, particularly for the maintenance and operations division. On October 31, triple retirement ceremonies were held in the east end of the Great Hall of the Smithsonian Building. Lawrence Oliver, superintendent, presented the Smithsonian retirement card (made by Carl Hellyer of International Exchange Service) and a cash gift to John Grilles, cabinetmaker; Sirwell Phillips, blacksmith; and William R. McQuade, painter. In making the presentation it was noted that there was a total of almost 75 years Smithsonian employment by the three men and a total of 95 years including outside employment. Many friends of the three mechanics attended to extend their best wishes for many happy years ahead. Floyd Keater, Smithsonian photographer, was on hand to take pictures to commemorate the occasion. Mr. Grilles, known as "John" to almost everyone, will be sorely missed for the many particular jobs which only he could do so well.

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PRAYER

Oh, Lord, give me the strength to change that which needs changing, the patience to reconcile myself to that which cannot be changed, and the wisdom to distinguish between the two.

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ELIZABETH M. COHN

Friends and coworkers were shocked and grieved to learn of the sudden death by heart attack of Miss Elizabeth M. Cohn at Hooters Hospital on October 16. Miss Cohn had been with the Bureau of American Ethnology for only one year, but during that short time she had made many friends through her cordial manner and thoughtful gestures.

Her spare time was largely devoted to philanthropic work among orphans in Washington. Contributions for flowers were so generous that it was decided that some of the money received should be presented in her name to the German orphan Home at 3200 Good Hope Road, NE.

Through her interest in this good cause of his long experience, Mr. Phillips is one of the few blacksmiths left in the District of Columbia. While the Smithsonian has not had any horses to shoe, Mr. Phillips thru his knowledge has been able to make or repair almost any metal item required. Mr. McQuade, "Mac" to all his friends, is one of those reliable painters who will be hard to replace. We hope they will all return to visit us in the future.

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cause, many of her friends plan to present Christmas gifts of clothing to the 20 orphans in the home whose ages range from 6 to 17 years. Officials at the orphanage report that the children particularly are in need of socks, mittens, gloves, hats, and sweaters. Those desiring to give the orphans any of these items are asked to leave them with Jessie Shaw in the office of the Bureau of American Ethnology, third floor of the Smithsonian Building.

REMINDER

The personnel division is responsible for maintaining an up-to-date record of all employees, current addresses and telephone numbers. If you have moved or have a change of telephone number, please drop a note to the Personnel Office right away.

DESIGNATE A BENEFICIARY

It was recently learned, upon the death of an employee, that failure to designate a beneficiary for money in the retirement fund, Group Life Insurance, and for unused annual leave will result in a long delay for the executor in settling an employee's estate. On the basis of this experience we wish to remind you of the proper steps to take in the event you wish to make an exception to the order in which benefits are paid upon the death of an employee.

The law provides for payment of a deceased employee's outstanding monies to the first person or persons listed below who are alive on the date title to the payment arises.
1. To the widow or widower.
2. If neither of the above, to the child or children in equal shares, with the share of any deceased child distributed among the descendants of that child.
3. If none of the above, to the parents in equal shares or the entire amount to the surviving parent.
4. If none of the above, to the executor or administrator of the estate of the deceased.
5. If none of the above, to the next of kin under the laws of the State in which the deceased was domiciled.

If you have relatives as listed above and desire that benefits be paid in the order prescribed above, you do not have to designate a beneficiary.

If, however, you are unmarried or wish to designate a beneficiary or beneficiaries in a sequence other than prescribed by law, you should immediately consult Mr. Hawkins, Personnel Division, Ext. 365, for instructions on the proper procedure to follow. There are three different forms which should be completed in these circumstances: (1) for retirement; (2) for unpaid salary and unused annual leave; and (3) for life insurance.

Designation forms are valid only for the particular agency in which filed. New forms must be executed each time you accept employment in a different Federal agency.

OVERHEARD:

Someone could make a fortune manufacturing girdles for rumors, to keep them from spreading.