CONSTRUCTION SPECIFICATIONS

INSTITUTE SAN FRANCISCO CHAPTER

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VOL VI, ISSUE 11

1969 - 70

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NOVEMBER Meeting Program

Wednesday, November 12, 1969

Assembly-Cocktail Hour	6:00 P.M.
Dinner & Program	7:00 P.M.
Dlace	

Iron Horse Restaurant - 2nd floor - 19 Maiden Lane, San Francisco - off Kearny between Geary and Post Streets. Street parking available after six o'clock.

Program

"CAN WE AFFORD TO IGNORE THE CURRENT MONETARY CRISIS?" Can the Construction Industry continue to ignore this crisis? Past, present and future activity in the financial sector, and how the Construction Industry will be affected, is the subject for this month's program. Mr. James (Jim) Donaldson of Hornblower-Weeks-Hemphill, Noyes, members of the New York Stock Exchange, will be our program speaker. Jordan Hall will be the program chairman. Following the presentation there will be a question and answer period during which informal discussion of the Construction Industry and the monetary crisis will be invited. Plan now to attend. Bring your guests.

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PRESIDENT'S MESSAGE



At our last Chapter meeting, I started something that I hope to continue and that future presidents also will continue. I presented new members of our Chapter with their membership cards. In the past, the cards have been mailed to the members, but I feel this new system gives the membership an opportunity to recognize the new members.

I hope to have the pleasure of passing out a few cards each month. This can be accomplished only if we attract more interested people. There are several areas of the construction industry that I feel are not well represented by our membership. These areas are general contractors, mechanical engineers, electrical engineers and structural engineers.

We have been able to maintain a fairly equal balance between professional and industry members. It is my hope that we can continue to keep this balance. However, I feel we should also be looking for more professional members, especially architects. Any member can propose someone for membership; so if you have a prospective member, please contact our Membership Chairman Bill Camp or myself.

The last newsletter put out by the Institute outlined a new program that has started in conjunction with the Stanford Research Institute. We were given an introduction to this program by Ben Greenwood at the Regional Conference. It is the hope of the Institute that this program can be completed by the annual convention in June. At that time they hope to have developed an automated specifications system. They will not be preparing the text or master specification; that will be up to each individual specifier. I personally think this is a very exciting program.

Let's have a good turnout for the next meeting on November 12.

Doug Day President

Highlights of Last Program

The Woodwork Institute of California presented its new Manual of Millwork at the October 8th meeting of the San Francisco Chapter. Neil Long, now retired from active work as a WIC inspector presided as Bernie Barker, executive secretary, and Wilbur Johnston, field representative, described the updated Standards of the Woodwork Industry. Long, who retired after 25 years in the wood working field has contributed greatly to the upgrading of Millwork Standards and the development of the Woodwork Institute,

Reproduced elsewhere in this issue of Specifics is the introductory page of the new manual. It describes the grades of millwork that have been established and introduces new standards for Modular Casework.

Your reporter found it interesting to contrast this presenta-



tion with the one in September on Sealants. The Woodwork Institute is an independent organization established to create and enforce the standards of quality of its own Active and Associate members. According to the speakers, the WIC inspectors do manage to enforce these standards to a surprising degree.

It is unfortunate that no architects or mill owners were on the panel to discuss their points of view regarding the Institute. Nevertheless, the picture of enforced quality standards came through and was pleasant to see. Obviously, WIC does provide the standards of quality so greatly lacking in many segments of the construction field.

Architects and designers were invited to contact the WIC representative in their area for information on woodworkstandards and the use of the Certificate of Complian

Wes Page

PUBLISHED by the

EDITORIAL COMMITTEE

Editor: Wesley W. Page c/o Glidden-Durkee Division of SCM Corporation 1000 - 16th Street San Francisco, California



Staff Assistant Editors Gilbert H. Johnston William H. McCauley Richard Swinney

CSI membership is composed of a cross section of the construction industry...architects, engineers, contractors, sub-contractors, manufacturers, suppliers and representatives from allied industries. Because of this, chapter activities reflect an unbiased feeling of the entire industry, not one segment of it. Each individual, through his chapter and Institute, has a unique opportunity to have his views and experiences contribute significantly to improvement of construction specifications.

Issued Monthly

EDITORIAL POLICY

- 1. To provide a FORUM for free, unrestricted presentation of: (a) Reports of research studies;
 - (b) Papers on subjects within the purview of Construction Specifications;
 - (e) Rebuttal to such reports and papers;
- 2. To act as MODERATOR of the Forum without approving, disapproving, or guaranteeing the validity or accuracy of data, claim or opinion;
 - (a) appearing under a "By-Line";
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PERSONALITY PROFILE

By Gilbert H. Johnston

One of the directors of our chapter is Jack Ruein. Jack heads his own firm called Building Industry Technical Services. This means he is in charge of field administration of construction contract documents (don't call him an inspector).

Jack started out in New York City as a carpenter. He ecame foreman and then superintendent. After a trip to the South Pacific as a Sea Bee, Jack became a building inspector for the City of Hayward, then a construction supervisor for UC at Berkeley.

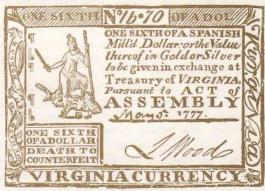
Jack has been the owner's supervisor on many multimillion dollar buildings in the Bay Area. He supervised construction of the Crown Zellerbach building when this type of building was relatively new.

Jack is one of the regulars at CSI meetings and is usually in the forefront with questions and comments after the presentation.

He pursues this business of constructing buildings properly with vigor and dedication. I am sure he will continue this dedication with CSI.

PROGRAM FOR THIS MONTH'S MEETING

Mr. James (Jim) Donaldson of Hornblower-Weeks-Hemphill, Noyes, member of the New York Stock Exchange, will deliver a timely and interesting presentation on the current monetary crisis and how it relates to the Construction Industry. "CAN WE AFFORD TO IGNORE THE CURRENT MONETARY CRISIS?" Mr. Donaldson, because of his affiliation with the San Francisco office of Hornblower-Weeks-Hemphill, Noyes, is highly qualified and knowledgeable with respect to the financial sector of our economy. His presentation will be of interest to both the Professional and the Industry members. Informal discussion will be invited following the presentation. Jordan Hall will be the Program Chairman for this meeting. Bring your guests. Plan now to attend.



WELCOME TO NEW MEMBERS

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1370 Egbert Street, San Francisco, Calif. 94124 - 882-5580

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THE SPECIFICS

The CSI newsletter for the San Francisco Chapter is very much taken for granted by the members who look to it each month for information on upcoming events, news of other chapters, technical articles or stories on the honors bestowed on friends and associates. Actually, the Specifics is only in its sixth year. The first issue was postmarked January 29, 1964. The first (of only three) editor was Tom Hubbard. Bob Harrington, president, and the secretary was (guess who) Charles Wills.

The format was this



Officers and Directors	1963-1964
President R. Harrington	No. 517592
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NATTON C. WACHES	01.1-2011

	DATE
Wednesday,	February 12, 1964
	TIME
Dinner Discussion	5:30 no & Commentary 6:30
	PLACE
	Cafeteria - Walnut Boom
891 Murket	Street, San Francisco
	DINNER
You	e pleasurs

Tom Hubbard served as editor until the June, 1965, edition when the name of Clyde Pearson appears as editor for the first time. One year later, Clyde changed the format again, designing a new cover for the July 1966 issue. This style was kept until your present editor took over in August of this year.

Tom Hubbard kept every copy. He recently presented his complete set to the editor. They will be bound and kept in the CSI library.

There is much history prior to February, 1964. Perhaps one of these days one of the chapter charter members will write a history of the 007 Chapter for our archives. News from Other Chapters

Your traveling editor spent a week in Seattle in October installing another architect consultant in that area to represent his company in the Northwest. It was my pleasure to visit at length with Robert E. Sears who is spec writer for Sullam and Aehle of Seattle and the Puget Sound Chapter's editor. His newsletter, Spectrum, is one of the best in CSL. He is enjoying his assignment but worries about selling enough ads to pay the bills. Sounds familiar.

I had lunch with Robert Hooper, Chapter president, and his assistant, Rod Lind, who just happens to be a cousin of our new man, Jay Werelius. Our discussions ranged widely with considerable time spent on how the Regional set up can be made more effective. Region 10 has some of the same problems of not working together that Region 11 has. Bob feels that the specification seminar has been an effective tool in this regard.

Bob Hooper is chief of specifications for Naromore, Bain, Brady & Johnson. He is a truly delightful man, able, intelligent and interested in everything. Anyone in Seattle for a visit should stop by his office and talk CSI.



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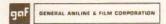


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O EDITORIAL

Getting at the Root of Things

Walter F. Wagner, Jr., AIA, editor of the prestigious Architectural Record, has a knack for getting to the heart of things. His editorial in the October, 1969, issue compared the superficial attempts at solving the building industry's ills with the efforts most people make at trying to understand the root causes of the unhappiness of our younger generation. Some of the ineffective measures advanced for solving construction problems are "stopping intolerable wage demands," HUD's attempts at picking sites for housing developments in well-to-do areas, and "forestalling monopolistic tendencies of management."

Wagner had praise for President Nixon's National Goals Research Project. He feels that such research would establish long range goals and study the probable effect of such goals in the future quality of American life.

Robert Hooper, president of Puget Sound CSI Chapter, in his October President's message sought in a similar way to direct his efforts toward root problems in CSI. He found it impossible to be concerned about "5 digit" vs. "4 digit" systems in the cataloging systems. He also would spend his efforts on larger things.

I feel that CSI in general and the San Francisco Chapter in particular suffers from a lack of clearly understood and clearly articulated goals. We expend great amounts of time and emotion in the amount of our annual dues. Our officers scramble to find "bodies" to fill offices but give these men no objectives. The conflict between the AIA version of automated specs versus the Stanford Research project would be quickly understood and therefore resolved if goals and objectives were clear. We hold regional conferences without really being sure what the objectives of the conference might be.

Last month I suggested that the San Francisco Chapter's Technical Program might well be directed at solving some of the problems revealed by our panel type programs. Now I am suggesting that Institute and Chapter Research Committees on Goals should be established to set our short and long range objectives.

The chapter committees might arrive at such a statement (and its logical results) and bring this to the floor of the Region 11 conference in 1970 -- and so on up to Institute.

The October issue of CSI Newsletter carries a Policy Statement which does define some of the things CSI is not. This Policy Statement should be studied carefully by all members. It is not, however, a statement of long range goals of the Institute. These goals must emanate from the chapter membership. So far they have not.

1970 PRODUCTS FAIR

The date and place are now definite. MARCH 11, 1970. at Fern Court in the Western Merchandise Mart, 1355 Market Street, San Francisco.

Details and booth reservation applications blanks will soon be mailed. Please return them quickly.

Don Auker, 1970 Products Fair Chairman

Oniel E. Long and Tom Hubbard Get Region 11 Top Awards For Service at Conference





The high point of the sixteenth annual Region II Conference at the St. Francis Hotel, Sept. 26-28 was the welldeserved recognition given to Niel Long when he was presented the Regional Merit citation for outstanding service Three candidates had been nominated by chapters, and we are pleased to report Niel polled 10 votes out of the total of 13. Congratulations to Niel for this recognition which culminates many years of devoted and able service to several CSI chapters and the Region. The Chapter Award was presented to Phoenix for its outstanding contributions, particularly in the technical program. For the first time, this year the Regional Director presented certificates for "outstanding service" to three members. Tom Hubbard was honored for three years of service following his term as president of our chapter. During this period Tom served as a member and later as Chairman of the Institute's Resolutions Committee with great distinction. This is a difficult function requiring considerable work, heavy correspondence and a large measure of tact, diplomacy, and level-Tom more than qualified on all counts. headed leadership. Niel and Tom richly deserve their honors and we know our members join in offering warm congratulations.

About 130 CSI members, their ladies and guests attended the three day conference, starting with optional activities on Friday. Frank Barsotti and Harold Stelling were the first members of our conference committee to get the program underway with the golfers teeing-off at two local courses. Later in the afternoon, a tour of BARTD construction was conducted by Grant Larsen with an interested group of about a dozen getting a first hand look at progress on this huge and complex system. Chapter presidents under the leadership of Regional Director John Kuremsky met to transact business at their level, aided by a good turn-out of chapter vice presidents. During the afternoon the screening committee also met under the chairmanship of George Petty, Section Director, to propose candidates for this office during the 1970 election year. The closing event of the first day was the "welcoming mixer" (cocktail party) in the Italian Room. Herm Hoyer ran this social event with his customary skill and diplomacy. Measured by the noise level and comments from participants, it was a huge success, the appetizers and drinks were excellent and the service left nothing to be desired.

The Saturday program was a blend of business activities, technical reports, fellowship and social events. While the members were busy at the hotel, the ladies under the able guidance of Chuck and Mrs. Griffen, rode cable car buses

to the Japanese Trade Center, Ghiradelli Square, "The Cannery" and Fisherman's Wharf. They were able to at any point and enjoy the activities (including making p chases which flattened some wallets). The ladies could board or leave the bus at any point, at will. Meanwhile, back at the St. Francis, the members participated in the annual business meeting during the morning, and joined the ladies at noon for the Regional luncheon. This was a smoothly run affair with good food, awards, and Ben Greenwood as speaker. Ben has a way of "laying matters on the line", and his talk was very timely and effective. To our regret Joe Gascoigne, Executive Director of the Institute was not able to attend as planned. Joe was confined to the hospital for a series of tests while on leave for this purpose. We hope the trouble is located quickly and Joe gets back into operation soon. Joe had been slated to report on programs at the Institute, so Ben Greenwood assumed this role with an assist from others recruited for this purpose. As Vice President-Technical, Ben is well qualified and fully informed on current programs of the Institute, and he spelled them out in some detail. Questions were lively and reflected considerable interest, particularly on our Spec Data II data storage and retrieval project which is moving along vigorously.

David J. Hall of Stanford Research Institute was our speaker during the technical portion of the afternoon. Mr. Hall did an outstanding job of showing some of the far-out future trends in automated specifications systems, with an assist by a fine color movie. In addition to these glimpses, Hall covered material that will help architects and engineers prepare to move step-by-step into automation. This to was a difficult assignment, because of encroachments made on the time assigned by the previous part of the program. But David Hall covered the ground in fine style during the brief period available. Most of the delegates would have enjoyed more of this program in spite of a very full day. A rather large group lingered to quiz Mr. Hall after his formal presentation had ended.

Because of the harbor tours strike, we were forced to cancel our planned Bay cruise and substitute a cocktail party at the World Trade Club in the Ferry Building. While the view of the Bay did not quite equal that available on a cruise - it was good - and so were the drinks, decor and fellowship. A fitting climax to a full day. The party broke up early to enable delegates and ladies to have dinner at the place of their choice, and hit the nite spots. Everyone seemed pleased with all phases of the program offered and our arrangements. On Sunday no formal program was offered. Delegates played golf, went sightseeing and departed for home.

We owe our thanks to a long list of members who worked on the arrangements committee to make the conference successful. This list includes all of those previously mentioned, plus: President Doug Day, Conference Chairman Jack Kruse (who was not able to attend, but worked hard in advance), Will Johnston, Roual Shelly, Don Auker, Gene Campbell, Larry Solari, Bob Farros, Chuck Wills, Clyde Pearson and many others.

We also want to thank the Daily Pacific Builder for its fine coverage of the event and the copies of the Buil distributed to delegates. Publisher Rod McGavran, and Cathy Tillson of DPB staff were largely responsible for this fine support which included a good follow-up story after the conference.

Clyde Pearson

G. E. "Rod" McGavran

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FOUNDER William E. Hague - 1934

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BICB ANNOUNCES NAMES

'Men of the Year'

at the 20th annual AWARDS DINNER

Thursday Night, November 20, 1969 St. Francis Hotel, San Francisco

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Cocktails at 6:00 p.m.

Dinner at 7:15p.m.

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PRESENTATION OF 1969's ACHIEVEMENT AWARD and HONOR AWARD

Once again, Northern California's construction fraternity gathers at the St. Francis Hotel to pay tribute to the men judged as having contributed most to the industry's progress during the past months — the winners of the 1969 Achievement Award and Honor Award. Their names will be announced for the first time by BICB Executive Committee Chairman, Paul Elsner at the banquet.

Attending will be the customary cross-section of the industry's leaders — architects, engineers, contractors, home builders, materials producers, bankers and others.

Tickets are \$10.00 each and can be obtained by contacting your own association office or Board Chairman, Rod McGavran or his secretary, Miss Joan Barr, at Daily Pacific Builder, 2450 — 17th Street, San Francisco, California 94110, (415) 626-4800. Tables of eight or ten can be reserved. Please make checks payable to Building Industry Conference Board.

G. E. "ROD" McGAVRAN Chairman of the Board

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American Society of Civil Engineers, San Francisco Section
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Construction Specifications Institute, San Francisco Area Chapter
Consulting Engineers Association of California
Masonry Institute
Producers Council, Inc., San Francisco Chapter
Sheet Metal Contractors Association of San Francisco
Society of American Military Engineers San Francisco Post
Structural Engineers Association of Northern California

Introduction . . .

It has been seven years since the last edition of the Manual of Millwork was published. During this period, the acceptance and use of the Manual by the architectural profession has been very gratifying. While the text basically has served its intended purpose during these years of use, it has been determined that it was desirable to revise the format, broaden the coverage, and clarify and more accurately define the standards.

To assist the architectural profession, this edition contains suggested minimum requirements for architectural drawings of casework and plastic tops, and also contains suggestions for the preparation of specifications and the specific items that should be incorporated in the millwork specifications. In addition, it explains the Institute's quality control program known as Certified Compliance Architectural Woodwork, and the reinspection procedure available to the general public.

This edition further refines and clarifies standards for material and workmanship in the fabrication of architectural woodwork products. It establishes definite grades so that the specifier may easily and accurately determine and specify the quality of product desired, and provides a tool for assuring quality control when used in conjunction with the Certified Compliance Program.

Following are the grades established for architectural woodwork products:

ECONOMY: This grade establishes a standard to meet the requirements of lower cost residential and commercial construction wherein economy is the principal factor, and for use in storage room and utility areas.

CUSTOM: This grade includes all the requisites of high quality woodwork and is suitable for all normal uses in high grade construction, such as the better class of residential, school and commercial building.

PREMIUM: This grade, as the name implies, is a superior quality of materials and craftsmanship, with a corresponding increase in cost. It is intended primarily for the best of hardwood construction, but any species of wood may be specified.

It is recommended that the use of lumber grades, such as "B & Btr.", "C Select", "A Grade", "FAS", or similar lumber terms to specify the quality of architectural woodwork be discontinued, and architectural woodwork be specified simply as Economy, Custom or Premium Grade, as the project may require.

This edition also establishes standards for Modular Casework, both wood factory finished and laminated plastic covered. So that there will be no confusion between this type of casework construction and conventional casework construction, different grade names have been assigned to the Modular Casework.

Following are the grades established for Modular Casework:

UTILITY: This grade establishes a standard to meet the requirements of usage in secondary rooms or areas such as closets, janitor rooms, and storage rooms, where appearance is not a prime requisite.

DELUXE: This grade includes all the requisites of high quality casework and is suitable for all normal uses in high grade construction, such as schools, hospitals, and commercial buildings.

SUPREME: This grade of casework is intended primarily to be used for library shelving, display cases, and casework with visible interiors that require a more decorative appearance.

LABORATORY: This grade is intended for usage in chemistry or "hard acid" areas where semi-exposed areas of cabinets require additional protection.

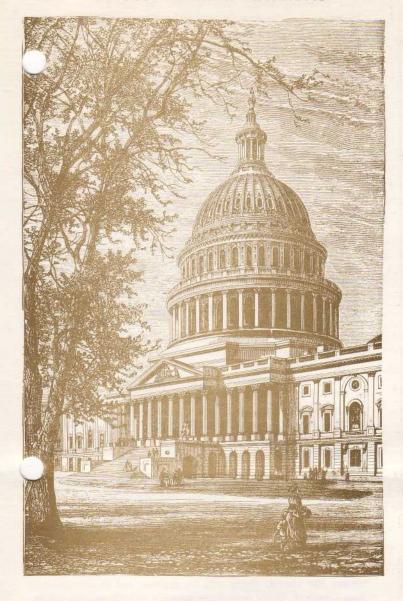
It should be noted that the architect may, should he desire, modify any and all W.I.C. grades in his plans and specifications. Such modifications shall govern and take precedence over the W.I.C. grade rules.

We offer this 1969 edition with the sincere hope that its use by the architectural profession will provide a means of reducing the time spent in the preparation of architectural plans and millwork specifications, and assure receipt of the quality of architectural woodwork desired.

We are most grateful to the architectural profession for their excellent cooperation, and express our appreciation to those who have been of assistance in the preparation of this Manual.

Woodwork Institute of California

FAMOUS AMERICAN ARCHITECTS



Charles Bullfinch was 12 years old when his fellow Bostonians sneaked up Bunker Hill and were removed with some difficulty by the Red Coats of King George III. What his reaction to this particular act of rebellion was isn't known. He did enter Harvard at fifteen, graduating in 1781.

His architectural training was rather haphazard. By 1778 he was married, and in business. One of the first plans Bullfinch drew was a design for the Massachusetts State House on Beacon Hill in Boston. Subject to the usual delays, ground was broken about 1796.

Charles Bullfinch held many political offices including superintendent of Police. He also enforced health and safety laws, fire codes and building codes.

We know Bullfinch designed the Massachusetts State Prison. We also know he spent time inside the Boston jail, arrested for debts resulting from an overly ambitious development project, the Tontine Crescent.

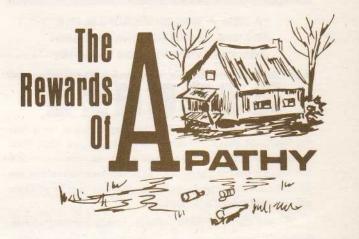
President James Monroe named Bullfinch architect to the Capitol at a salary of \$2,500 a year. He remained for years, leaving in 1829. His labors consisted of completing the wings and supervising the construction of the central

portion and the dome of the Capitol.

Charles Bullfinch faded into oblivion to reappear periodically as changes and additions were made in the Capitol building. His name was recently in the news as the 1969 Congress ponders how to rehabilitate his famous dome — at a cost equal to the national budget of his era.

Looking at present day architecture and present day buildings -- which ones will be in the news 150 years from now?

This bit of relevant history came from a delightful book called Famous American Architects by Sigmund A. Lavine.



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Apathy has a lot going for it.

It is easy to catch and is painless. You can ignore it and nothing happens. The stronger it gets the less you feel you need to do about it.

It becomes more noticeable when it begins to spread over a large area. When it does, the individual usually feels it belongs to someone else.

Another appealing thing about apathy is the warm glow of nothingness it gives.

The temptation is to leave it alone and it will go away. With this attitude it may stay.

Apathy demands a special treatment for it will not go away alone.

The treatment starts with a good dose of involvement followed by long periods of action.

It may be hard to get a confirmed apathetic to take the cure. And then it isn't permanent.

Action must be rewarded while apathy is to be condemned. Since it is easier to condemn than to praise, it stands to reason that apathy is here to stay. It is needed by those who would rather condemn than act.

Apathy has a lot going for it, but action is more fun. It must be. Have you ever heard anyone say, "Let's go where the apathy is?"

Announcing... SPEC SI's II

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CSI and Information Handling Services have evaluated the BUILD-ING PRODUCT SELECTOR (SPEC DATA II) as a joint effort. Plans are to produce the file in the format of the demonstration model introduced at the CSI Convention. The file will become available and delivery made soon after the first of the year. Contracts for purchase will be available in October 1969.

The new CSI SPEC DATA II File is the only microfilm catalog file for the construction industry which, through a unique index the BUILDING PRODUCT SELECTOR:

- Computerizes your search problems, narrowing your field of consideration to those products clearly fulfilling your needs or specifications.
- Provides a side-by-side display of product characteristics, permitting you to select and compare rapidly and comprehensively.
- Keeps you abreast of innovations and advances, through the use of the "Unique/Special Feature" descriptor.
- Enables you to quickly pinpoint hard-to-find or non-standard items through the use of the Parameter Retrieval™ method developed by IHS.
- Minimizes catalog search time by drastically reducing the number of catalogs reviewed in any search.
- 6. Uses the CSI Format for Construction Specifications.
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- Above all, saves time and minimizes frustration for your talented people—thus saves you money.

For Value Received

The following letter was written in the 17th century by Sebastien Le Prestre de Vauban, a French builder of fortifications, to the Marquis Francois Michel le Tellier de Louvois, Louis XIV's Minister of War.

My Lord,

There remain a few unfinished jobs from the last years which are not completed, nor will they be, because, My Lord, of the confusion created by frequent discounts on your jobs, as it is certain that all these breaches of contracts, disavowals of pledges and re-issuance of bids only served to draw to you as contractors, nothing but wretches who wouldn't know with what to start first, the rascals and the knownothings, and to make flee all those of means and who are capable of managing an enterprise. I would even add that these actions delay and raise the cost of the jobs to a considerable extent, which will make them only worse, because these rebates and cheap prices, so much sought after, are only imaginary. A contractor who loses money will behave like a man drowning; he will grab at anything he can; however, to grab at anything as a contractor means that he won't pay the suppliers from whom he buys his materials; that he will underpay the workmen he hires, trick those he can, and get only the worst ones because they are cheaper than the others, use only the lowest grade materials, haggle over everything and forever cry for mercy against this one and that one,

This should suffice, My Lord, to make you see the impropriety of this conduct; I beg you to abandon it in the name of God: Restore good faith, pay the price of the jobs and do not refuse payment of an honest wage to a contractor who carries out his obligations; this will always be the least expensive that you can find.

DESIDERATA

Go placidly amid the noise and haste and remember what peace there may be in silence. As far as possible without surrender, be on good terms with all persons. Speak your truth quietly and clearly; and listen to others, even the dull and ignorant ... they too have their story. Avoid loud and aggressive persons, they are vexations to the spirit. If you compare yourself with others, you may become vain and bitter; for always there will be greater and lessor persons than yourself. Enjoy your achievements as well as your plans. Keep interested in your own career, however humble; it is a real possession in the changing fortunes of time, Exercise caution in your business affairs; for the world is full of trickery. But let this not blind you to what virtue there is; many persons strive for high ideals; and everywhere life is full of heroism. Be yourself. Especially, do not feign affection. Neither be cynical about love; for in the face of all aridity and disenchantment it is perennial as the grass. Take kindly the counsel of the years, gracefully surrending the things of youth. Nurture strength of spirit to shield you in sudden misfortune. But do not distress yourself with imaginings. Many fears are born of fatigue and loneliness. Beyond a wholesome discipline, be gentle with yourself. You are a child of the universe, no less than the trees and the stars; you have a right to be here. And whether or not it is clear to you, no doubt the universe is unfolding as it should. Therefore be at peace with God, whatever you conceive Him to be, and whatever your labors and aspirations, in the noisy confustion of life keep peace with your soul. With all its sham, drudgery and broken dream it is still a beautiful world. Be careful. Strive to be happy. Found in Old Saint Paul's Church, Baltimore; Dated 1692.

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