

At a meeting of the subscribers, in pursuance of an act of the General Assembly of Virginia passed March 16. 1850 Entitled "an act to incorporate the Jane Lee Academy" in the County of Lewis and to amend an act to incorporate the Clarke female Seminary" held at the office of M. Cornick & Parker on Wednesday the 24<sup>th</sup> July 1850 in the town of Berryville in the County of Clarke in pursuance of a notice published in a paper called "The Spirit of Jefferson" in these words "notice - The subscribers to the joint Capital Stock Company under an act of the General Assembly of Virginia passed the 16<sup>th</sup> day of March 1850 for the purpose of the Clarke female Seminary, are requested by the undersigned (three of the trustees named in the original act incorporating the Clarke female Seminary) to meet at the office of M. Cornick & Parker in Berryville on Wednesday the 24<sup>th</sup> day of July 1850 at 10 O'clock A.M. for the purpose of organizing under said act of the 16<sup>th</sup> of March 1850 and pursuant to the terms thereof" and also posted at the Court house door of said County of Clarke in pursuance to said act -

On motion of P. M. Cornick, Benjamin Morgan was appointed Chairman & Josiah W. McClure secretary -

Upon motion the following persons were ascertained to be subscribers - for the following number of shares.

Francis M. Cornick	8 Shares	no bought up	61
Thomas M. Cornick	8 "	Jonathan Smith	1
Randolph Kowstar	8 "	James Keastman	1
Wm. D. McGuire	4 "	A. S. M. Cornick	4
Edward M. Cornick	4 "	Benjamin Morgan	8
James A. Haynes	4 "	F. J. Kerfoot	8
Mary Richardson	1 "	Daniel W. Sowers	8
Jacob Isler	2 "	Thomson P. Penclleton	8
Province M. Cornick	8 "	T. B. Heims	1
Howard F. Thomson	4 "	E. N. Kercheval	1
Ware H. Hribling	8 "	Wm. Leahl	1
Lewis Neill	1 "	Wm. Berlin	1
Smith & Dickson	1 "	A. Samders	1
no carried up	61 shares	carried over	

brought up -	104 shares
M. Pulliam	1
S. H. Bowen	1
W. E. Kimball	2
	<hr/> 108 shares

and it appearing there are one hundred and eight shares subscribed, of which 77 no. of shares represented by the following persons present in person & by proxy - Francis M. McCormick, Thomas M. McCormick, Randolph Kounsler, James A. Haynes, P. M. McCormick, Ware Stubling, Smith & Jackson, Jonathan Smith, C. S. McCormick, Benjamin Morgan, F. J. Kerfoot, D. W. Sowers, Wm Berlin, M. Pulliam & Wm Leahl;

On motion - Resolved that under said act the meeting will elect twelve persons to be designated & called trustees of the Clarke County female seminary - a president of the board of trustees - a secretary and treasurer

Whereupon the subscribers present proceeded to elect the said trustees and officers aforesaid to continue in office till the next annual meeting or until their successors are chosen as prescribed by said act -

Whereupon James A. Haynes was duly elected president  
 Daniel W. Sowers - " - " Treasurer  
 Josiah W. Ware " - " Secretary  
 and Benjamin Morgan, F. J. Kerfoot, Josiah W. Ware, Wm Berlin, Wm D. McGuire, Thomas M. McCormick, Randolph Kounsler, Howard F. Thoniton, F. P. Pendleton, Province M. McCormick, Jacob Isler & Daniel W. Sowers trustees -

On motion, Ordered that the foregoing proceedings be signed, now by the Chairman and secretary and hereafter transcribed in the book of the proceedings of the board of trustees;

July 24. 1850

Chairman

Josiah W. Ware Secy.

At a meeting of the trustees of the Clarke County female Seminary at McConnich & Parkers Office in Berryville July 24<sup>th</sup> 1850.

Present James A. Haynes President

Benjamin Morgan, J. I. Kerfoot, Wm Berlin, Thomas M. Cornick  
Randolph Hounslar, Province McConnich, D. W. Sowers and  
J. W. Ware - trustees

On motion Daniel W. Sowers, James A. Haynes and J. I. Kerfoot were appointed a committee to examine, view and ascertain where and upon what terms suitable property can be obtained to establish the said ~~the said~~ seminary & make report.

On motion Benjamin Morgan, Daniel W. Sowers & T. M. Cornick were appointed a committee to solicit further subscription for stock to this institution - J. W. Ware was app<sup>d</sup> a committee to draft byelaws;

On motion the board adjourned to meet at this place again Wednesday the 31<sup>st</sup> day of July at 10 o'clock a.m.

Josiah W. Ware Secy.

J. A. Haynes. Pres.

At a meeting of the trustees of the Clarke County female Seminary the 31<sup>st</sup> day of July 1850 - Present James A. Haynes president - Benjamin Morgan Howard F. Thornton, Thomas M. Cornick, J. I. Kerfoot, Thornton V. Pendleton, Daniel W. Sowers, William Berlin and Josiah W. Ware - Absent James A. Haynes -

Josiah W. Ware appointed at least meeting to draft byelaws reported

1. The president shall call at such times and places as he may think proper & best - meetings of the boards of trustees and also of the stockholders when desirable, giving due notice of the same -

2<sup>d</sup>. The treasurer shall keep a fair statement of his receipts and disbursements, in a book kept for the purpose and at any time when thereto required by the board of trustees or the president make such statement as may shew the state of the finances, and cash when funds sufficient, such drafts (to be signed by the president & countersigned by the secretary) as the board may require on him -

3<sup>d</sup>. The secretary shall keep a fair record of the proceedings of the board in a book kept for the purpose which shall be signed by the president & countersigned by the secretary -

4<sup>th</sup>. The board of trustees shall elect a president pro. tem. to act in absence of the president who shall then preside also at their meetings which said report was unanimously adopted -

The board elected Howard F. Thornton President pro. tem.

James A. Haynes, Daniel W. Sowers & F. J. Herfoot committee appointed to examine & report about a lot - reported in favour of the lot owned by Blairs heirs in Berryville - the report was adopted and W. Ware appointed to correspond with the owners of said lot and make such bargain for it as he can not to exceed eighteen hundred dollars and report -

Province McComick was appointed to thoroughly investigate the title to such property & see that it is good before the money is paid.

To the committee appointed at last meeting to increase the subscription for stock the trustees were added -

On motion the meeting adjourned

W. Ware Secy.

At a meeting of the trustees of the Clarke County Female Seminary August 31. 1850 - Present James A. Haynes Pres., Howard F. Thornton, P. McComick - Thomas McComick - J. P. Pendleton & W. Ware

W. Ware having made a report upon a resolution at last meeting for purchasing Blairs lot - it is ordered that said Ware conclude the bargain on the proposition made by Blair of eighteen hundred dollars cash upon being put in possession of the property with a good title.

Wm. D. McGuire, James A. Haynes, Rein. Kounsler & F. J. Herfoot were appointed a committee to correspond with applicants for teaching and report to a future meeting.

James A. Haynes, Wm. D. McGuire & W. Ware were appointed a committee to do such repairs to the building as necessary for occupancy - to see that the tenant prepares to vacate the house - adopt some plan for

a building to be added to and remodel the present building & report  
to a future meeting - When the meeting adjourned -  
J. W. Ware Secy. J. A. Haynes Pres.

At a meeting of the trustees of the Clarke County female  
Seminary October 5<sup>th</sup>. 1850. Present James A. Haynes Priest  
Howard F. Stanton, P. M'Comick, R. Hownslan, F. J. Kerfoot  
Daniel W. Sowers, Thomas M'Comick & J. W. Ware

The Committee appointed to obtain teachers for the acad-  
emy - reported that they have procured the services of  
Mr. Mrs. Malloy - Whereupon the same Committee was  
requested to make some arrangements suitable for opening  
the school and a place temporarily to hold it -

Ordered that the treasurer do collect from each stock  
holder, one fourth of the subscription to the capital stock &  
appeal to the good feelings of the friends of the institution for  
as much more as their convenience will permit to meet  
the purchase of the lot & other expenses pressing upon the board;

Ordered that the meeting adjourn to meet on Thursday  
the 17<sup>th</sup> day of this month - 10 O'clock A.M.

J. W. Ware Secy.

J. A. Haynes Pres.

At a meeting of the trustees of the Clarke County female  
Seminary October 17<sup>th</sup>. 1850. at M'Comick & Partners office -

Present James A. Haynes president. Province M'Comick  
Danl. W. Sowers. J. P. Pendleton. F. J. Kerfoot & Josiah W. Ware & Thomas  
M'Comick

The committee on building heretofore appointed. made report and

On motion Daniel W. Sowers & F. J. Kerfoot were added to the  
building committee heretofore appointed - said committee  
have full power and authority, to decide upon the plan for im-  
proving the present buildings by making any addition thereto  
which in their judgment will be most expedient as also in  
getting up and repairing the present building, also to lay  
the grounds enclosed in such manner as they may deem

to invite proposals for doing the work they may agree upon  
and make contracts for the work to be done -

Jacob Isler having resigned as trustee Francis McCom-  
mick was duly elected to fill the vacancy thus caused -

On motion the meeting adjourned

Josiah W. Ware Secy.

J. A. Haynes, Pres.

At a meeting of the trustees of the Clarke County  
female Seminary November 30<sup>th</sup> 1850

Present James A. Haynes President

Howard F. Phenton, P. McCormick, Wm. M. Guire, J. P. Pen-  
dleton - D. W. Sowers - F. McCormick, F. J. Kerfoot, J. M. Com-  
ick & J. W. Ware trustees -

Ordered that the President advertise in the news-  
papers in Winchester & Charlestown for proposals  
from workmen for building the house for the purpose  
and to have their proposals before the board of trustees  
at their meeting Saturday 14<sup>th</sup> of December next  
at 10 o'clock

Ordered that the meeting adjourn until Saturday  
the 14<sup>th</sup> December 1850 at 10 o'clock

Josiah W. Ware Secy.

J. A. Haynes, Pres.

At a meeting of the board of trustees of the Clarke County  
female Seminary December 24. 1850 - Present

James A. Haynes pres. P. McCormick, Wm. M. Guire  
J. P. Pendleton - D. W. Sowers - F. J. Kerfoot, Benj<sup>l</sup> Morgan  
William Berlin Josiah W. Ware & Thomas McCormick -

Upon motion - the plan for improvement of the build-  
ing to be put on the lot numbered 2 was adopted - after  
striking out the attic and balustrade strap door -

Upon motion the building com<sup>ee</sup> is directed to furnish  
the plan adopted & specifications to the different offerers  
in order to amend their proposals if they think proper

Josiah W. Ware

and conclude a bargain with the lowest proposer if he is  
capable & able to give sufficient security

Ordered that the treasurer do pay the account for  
advertising and also repairing the old building

Ordered that the meeting do now adjourn

J. A. Haynes, Pres.

J. W. Ware Secy.

At a meeting of the board of trustees of the female semi-  
nary April 16. 1851. Present.

James A. Haynes, President P. McCormick, R. Howsler,  
Benj. Morgan, G. McCormick, Thomas McCormick, J. P. Pendle-  
ton, Wm. D. McLean and Josiah Ware

The resignation of F. J. Herpott as trustee, was received  
whereupon Alfred Castleman was duly elected to fill  
the vacancy caused by the Resignation—

J. W. Ware was appointed a committee to offer a note  
per discount for the sum of 2000\$ for the purpose of paying  
for the purchase of the ground for the female Seminary—

Ordered that the treasurer collect from the subscribers  
one half of the balance due on their subscriptions against the  
day of 1851 appealing to the subscribers to make  
due exertions to meet this requisition in order to meet the  
note offered per discount

Ordered that the meeting do now adjourn

J. W. Ware Secy.

J. A. Haynes, Pres.

tion of the institution which was unanimously  
adopted -

On motion the building committee be requested  
to have such repairs made to the old part of the  
building as may be necessary to <sup>be</sup> comfortably inhab-  
itable - then the meeting adjourned

J. A. Haynes. Pres.  
Josiah W. Ware Secy.

at a meeting of the trustees of the Clarke County female  
seminary April 28. 1852.

Present James A. Haynes President - P. W. McCormick  
Daniel W. Sowers, Thomas McCormick, Wm. D. McGuire  
& Josiah W. Ware

On motion resolved that the stockholders be notified  
to meet <sup>at</sup> the female academy next Saturday 10 o'clock  
to take into consideration the propriety of a sale of the  
property - inasmuch as the trustees find it impossible to  
discharge the debt of the institution without the aid of  
the community which they find they cannot get -



John W. Ware, Wm. S. Sowers, J. A. Hayes, Wm. Ware

The following order was made at a meeting of the stockholders held pursuant to an order of the board of trustees at its meeting of April 28<sup>th</sup> 1852.

" On motion it was ordered that Col. J. W. Ware & J. A. Hayes be and hereby appointed a committee on behalf of the stockholders of the Clarke County female Seminary to sell at public sale the lot of land belonging to the stockholders with the buildings thereon - after advertising the time, place & terms of sale until the 1<sup>st</sup> day of August next upon the following terms to wit, so much to be paid in hand as will cover the amount due & owing over and above the amount subscribed by individuals, the residue payable in ten equal annual instalments bearing interest from day of sale - which interest is to be paid annually - prosequitur - to be given the first of next January - provided nevertheless that said committee may have power in the mean time to make a private provisional arrangement for the sale of said property & subject to the ratifi-

On motion Daniel W. Sowers & Howard F. Munton Wash dete  
to the above committee that said committee be requested to  
report a scale for regulation of the institution including  
the arrangement of holidays meeting & dismissal of the  
school such other arrangements as may suggest itself to the  
committee.

Then the meeting adjourned  
W. W. Ware Secy.

J. A. Haynes Pres.

at a meeting of the Trustees of the Clarke County  
female seminary 30<sup>th</sup> day of August 1851

Present James A. Haynes president  
P. M. Cornick Daniel W. Sowers Thomas M. Cornick  
Wm Berlin Rev. Howinslar & Josiah W. Ware

The committee appointed to assist a scale for regulation

Ordered that the acct. presented by Wm. Parker against  
the trustees, be allowed the sum of eight dollars in dis-  
-charge of his <sup>said</sup> account & that the treasurer pay the said  
sum of eight dollars out of any funds in his hands as  
treasurer not otherwise appropriated.

Dr. James A. Haynes is authorized to have a secret  
ditch made to the building so as to conduct off all  
the water covering the basement floors.

Ordered that the meeting now adjourn

J. A. Haynes. Pres.

at the meeting of the trustees of the Clarke County  
female Seminary June 5<sup>th</sup> 1852

Present James C. Haynes Pres.  
Province M. Cornick, W. D. M. Guice, J. P. Pendleton  
B. M. Mason, B. M. Mason, B. M. Mason

Account as Trustee of Jas A Haynes wife page 1.	
D as Adm <sup>r</sup> of George Smith	7.
D as D <sup>r</sup> " Paul Smith	11.
D as Sp <sup>l</sup> Com <sup>r</sup> Tavern in Bavenwifer	17.
D as Trustee of Miss A. Davis	21.
D as Sp <sup>l</sup> Com <sup>r</sup> Rowland Swallow & Rowland	23.
D as Sp <sup>l</sup> Com <sup>r</sup> B. M. Rhodes & Co of Pittsburg	25.
D as Adm <sup>r</sup> of Jas A. Timmell	28.
D as Adm <sup>r</sup> of W <sup>m</sup> B. McGuire	29.
D as Sp <sup>l</sup> Com <sup>r</sup> in Golden Ryan & Co in Lane	37.
D as Trustee of Lewis Berlin	43.

- cation of the stockholders -  
 accounts of Charles W. Condit for building - was  
 presented to the board - Ordered that the building  
 committee - audit the account & settle so much thereof  
 as may be justly & properly due.

Ordered that the meeting adjourn  
 J. A. Haynes Pres<sup>t</sup>  
 Josiah W. Ware Secy.

at a meeting of the trustees of the Berryville  
 Clarke County female August 25<sup>th</sup> 1852

Present James A. Haynes - Province Mc Cormick -  
 Howard A. Thornton - Thomas McCormick -  
 Daniel W. Sowers - Wm D. McGuire - Thornton P. Pen-  
 dleton - William Berlin & Josiah W. Ware

On motion Resolved that the piece of ground for  
 the rent of the grounds & house of the institution  
 shall begin to end on the first of August in each  
 year and that the rent shall be at the rate of  
 Two hundred fifty dollars per year payable  
 semiannually

On adoption of the above resolution of 250<sup>th</sup>.  
 Thomas McCormick - Daniel W. Sowers - H. F. Thornton  
 T. P. Pendleton, Wm Berlin & Josiah W. Ware  
 voted in the affirmative

Province McCormick, Wm D. McGuire in the nega-  
 tive

Dr James A. Haynes resigned his office  
 as president

David H. McGuire was elected trustee whose de-  
 clining to serve - Lewis P. Kilgus was unanimously  
 elected to fill the vacancy caused by the failing  
 of Alfred Castleman to serve

Thomas McCormick was duly elected president  
 to fill the vacancy caused by the resignation of Dr.  
 Haynes - then the meeting adjourned

T. McCormick Pres<sup>t</sup>  
 J. W. Ware Secy

At a meeting of the Trustees of Clarke  
Female Seminary, Present.  
Thos. McCormick, C. Morgan, J. P. Penellton  
Wm. McGuire, Wm. Berlin, D. Kowarslar,  
J. A. Hayes.

It was ordered that the sum of one hundred  
and seventy five dollars be fixed upon  
as the amt for the property instead of two  
hundred fifty dollars heretofore agreed  
upon: to take effect from last August.  
Ordered that the Pres<sup>d</sup> be instructed to  
make any repairs <sup>on the lot</sup> ~~in~~ <sup>he</sup> may think neces-  
sary, provided the price of said repairs  
do not exceed the unappropriated funds  
in the Treasury.

Dec. 30<sup>th</sup> 1842 On motion adjourned -  
J. M. McCormick Pres<sup>t</sup>  
J. A. Hayes Sec<sup>y</sup>

At a meeting of the trustees of the Clarke Female Sem-  
inary at McCormick & Broadfield office on the 15<sup>th</sup> day  
of January 1853. Present Thomas McCormick, president,  
Wm. McGuire, Province McCormick, R. Kowarslar, J. P.  
Penellton, Benjamin Morgan & J. W. Ware

Ordered that this board do adopt as their common  
seal the following (E. O. F. S.) and in all future transac-  
tions the pres<sup>t</sup> be authorized to sign his name & attach such  
seal as the authority of this board -

The board having exhausted all its means - in purchasing  
the lot directing the building thereon. price still a debt of two  
thousand dollars - ~~and~~ <sup>and</sup> having heretofore borrowed of Miss  
Eliza Taylor that sum to liquidate said debt having  
executed a bond to her on the 1<sup>st</sup> day of January 1853  
and payable twelve months after date with interest  
from the date pr said sum signed by Thomas McCormick,  
Province McCormick, J. P. Penellton, Wm. McGuire, Wm. Berlin  
Benjamin Morgan, James A. Hayes, R. Kowarslar  
Ran. W. Sowers, J. W. Ware & Francis McCormick individually

with covenants that the President of this board do ex-

ceed of trust on the house \$100. under the corporate seal a present  
spread the same in record to secure the said sum to Miss E.  
Taylor - or in the event of the said obligors or any of them  
paying such debt to indemnify him or them -

An order having been made at the preceding meeting  
of this board and entered in its journal - to the president to  
keep a policy of insurance on the buildings - the board mine  
pro time - accept the said resolution for the sum of two thou-  
-and dollars -

In motion the meeting adjourned

J. M. McCormick Pres<sup>t</sup>  
J. W. Ware Secretary

At a meeting of the trustees of the Clarke female se-  
minary at McCormick & Broadfield office on the 27<sup>th</sup>  
day of November 1854 present Thomas McCormick  
Province McCormick, Saml. W. Sowers, J. P. Penellton  
William Berlin, Howard P. Pennter, R. Kowarslar  
Francis McCormick - Wm. McGuire & Josiah W. Ware

Ordered that Josiah W. Ware, Thomas McCormick &  
J. P. Penellton be appointed a com<sup>ee</sup> to await upon the stock  
holders of the Clarke female Seminary and obtain their  
authority in a legal form to sell the real property of said  
incorporation upon obtaining such authority to ascertain  
report to the board of trustees what price can be obtained  
pr said property & the terms -

Ordered that the meeting adjourn

J. M. McCormick Pres<sup>t</sup>  
J. W. Ware Secy.