



# Key Note

Volume I

January, 1938

Number 3



## RESOLVE FOR 1938

Let me be a little kinder,  
Let me be a little blinder  
To the faults of those about me.  
Let me praise a little more;  
Let me be, when I am weary,  
Just a little bit more cheery;  
Let me serve a little better  
Those that I am striving for.

HAPPY NEW YEAR

Let me be a little braver  
When temptation bids me waver;  
Let me strive a little harder  
To be all that I should be;  
Let me be a little meeker  
With the brother that is weaker;  
Let me think more of my neighbor  
And a little less of me.



## Key Thoughts

### THANK YOU FOR THE SUGGESTION

A suggestion has come to the editors from several sources that there be more news in THE KEY NOTE. We agree that the more news we can tuck into the paper, the more interesting it will be. To facilitate the gathering of information, reporters have been appointed as follows: Basement, Mayme Higgins; first floor, Evelyn Wells; second floor, Dolly Long; third floor, Edna Edeburn.

But the editors and reporters do not always know what is going on. So we are coming to you, each and every reader, with the request that you jot down any interesting item that comes to your attention, and turn it in to one of the editors or the reporter on your floor. We are counting on you to make the paper what you want it to be.

### !!! ATTENTION !!!

Our Constitution provides that each member of the organization "shall be assessed an annual fee of 50 cents, payable to the Treasurer 25 cents semi-annually."

Two members have already paid the 1938 annual fee and one the semianual fee. The Treasurer will gladly receive any other payments brought to her office. Evelyn Wells.

### WE WHO PASS IN THE HALLS

An item designated as "a little space filler, if you need it," and signed "A Nony Mous," has come to the editors. We sincerely appreciate this contribution, and are passing it on here, feeling sure that our readers will enjoy it and profit by its message.

"From the paper of a certain university, the idea of a 'Hello Week' was gleaned. It seems that one week of the year was set apart when every student was to greet every passing student with a cheery 'Hello.'

"In unintentional observations in our own building, it has been noted that some of the workers seem to be too busy to say, 'Hello.' Maybe they are thinking, and we would not for anything want to break an important line of thought. But do you not believe this idea of a friendly greeting would foster a spirit of fellowship? And it takes so little time and effort.

"Some people pause in their pursuit of duty long enough to say, 'How do you do?' Others remark as they pass, 'How are you?' Sometimes this latter question sounds more like the name of a neighboring island --Hawaii-- but the meaning is in the tone of voice.

"The habit of pleasantly greeting our fellow workers should be encouraged; and as we go about, why not recognize those we pass in the halls with a smile and a friendly word?"



# (K) (E) (Y)

The successor to the buzzer is now on display in Mary's and Marie's room. It's called an "annunciator," and to all appearances is merely a small brown metal box hanging on the wall, with ten little windows ranged in two rows across the front. When an executive presses a button in his office, a bell sounds vigorously in the stenographic room, and a specified number pops into view in one of the little windows of the box. As the designated secretary goes out to answer the summons, she presses a plunger underneath the annunciator, releasing the number. Should the stenographer be out of the room when her boss rings for her, the number remains visible until her return.

S. T. Shadel, of Wisconsin, spent a few days recently visiting his daughter, Hazel.

## HOLIDAY HAPPENINGS

A number of the General Conference girls had the happy experience of spending Christmas with the home folks:

Five Buckeyes went to their home state-- Genevieve Melendy and Harriet Richardson to Mount Vernon; Grace Thrall to Columbus; Mildred Davis to

# (T) (A) (P) (S)

Liberty Center; and Grace Evans to Barnesville.

Edna Helms wasted no time in getting to Allentown, Penna.

Irma Lee Hewett travelled clear out to Chicago.

Mary Scott spent the weekend in Baltimore.

Others of our number took advantage of the holidays for vacation trips:

Thelma Wellman heads the list in speed and adventure, with an airplane flight to New York.

Mary Paul takes the prize for distance, by a visit to tropical Cuba.

Rosamond Ginther chose bus travel for a trip to Miami, with stopovers at Charlotte, St. Petersburg, and Orlando.

Hazel Shadel visited in New Jersey.

And for several who remained at home, there were guests to help celebrate:

The Twins enjoyed a visit from two of their brothers.

Lela Wilcox and Marion Nyman were glad to welcome Mr. and Mrs. Fenton Wilcox.

Marie Mooney entertained her sister, Helen, of New York City.

Mrs. Jennie Flaiz's brother and his family spent a few days with her.





# THE SPON

## FOOD FASHIONS

A bowl of unshelled nuts is to me a symbol of an old custom when nuts were cracked and eaten at leisure before an open fire. The recipe offered here is one of the many ways in which we may make use of this nutritious food.

### Southern Pralines

2 cups brown sugar; 1 cup milk; pinch of salt. Mix ingredients and bring to boil; add one-eighth teaspoon cream of tartar. Cook slowly until thread will spin and wave and bend, but not break. Beat until creamy, but not too thick to run. Add one cup halved pecans. Drop on greased platter. This should spread into creamy patties, leaving nuts heaped up in center. LaVerne B. Case.

## HEALTH EDUCATION, Dorothy Steinman

Discipline of the soldier is necessary to the life and health of the army. Similarly, discipline of the individual in civilian life is essential to his general well-being. In the army, a bugle regulates the soldier's daily habits. From reveille to taps, a definite time is provided for the various duties of the day. To the average person, such discipline might seem rigid, boring, and even unnecessary. But in a modified

sense, the regularity principle on which the army functions is a component of clean living, and subsequently of good health.

As commander-in-chief of your body, you are largely responsible for its proper performance. Your discipline need not be as severe as that maintained in the army, but it must be regular. Take pride in the care of your body. Establish a regular time every day for meals, exercise, et cetera. When bad habits have been formed, the body must be restored to normal. Therefore, discipline your body.

SECRETARY

Dec. 6: A record attendance was present to ballot for 1938 officers, and elected the following:

Kathryn L. Jensen, President.  
Marie Mooney, Vice-President.  
Katie Farney, Secretary.  
Evelyn Wells, Treasurer.

Ruth Conard, Editor-in-Chief.  
Thelma Weisman, Asst. Editor.  
Alice La Bonte, Distributor.  
Marian MacNeil, Typists

Sponsors  
Dolly Long, Bicycling.  
Jennie Flaiz, Hiking.  
LaVerne Case, Household Arts.  
Thelma Weisman, Liberal Arts.  
Mable Hinckhouse, Literary.  
T. Rose Curtis, Nature.  
Edna Helms, Social  
Marguerite Perkins, Spiritual.  
Marian MacNeil, Swimming.  
Virginia Butler, Tennis.  
Dorothy Steinman, Health  
Education



# DRS SPEAK



## HAVE YOU EVER WISHED--

you could remember "that quotation"--it is so familiar! Practice on these. How many can you complete? (Answers on next page.)

1. "Prayer is heaven's ordained means of success in the..
  2. "Prayer is the breath of the soul. It is the secret....
  3. "Never is one repulsed who comes to Him with a contrite heart. Not one sincere .....
  4. "Prayer is the key in the hand of faith to unlock heaven's storehouse, where are.....
- (By M. Perkins, Spiritual Sponsor)

## FLASHSHOTS

Dec. 22: Pigtails and corkscrew curls were in vogue at the country school social at Kensington Cabin. Schoolmistress Thelma Wellman, in billowing skirt and shirt waist, peered sternly over horn-rimmed specs as she endeavored to instill knowledge into fifty or more unruly pupils. A dunce cap came into effective use. The arrival of unexpected guests added to the general disorder. Routine studies, a Christmas program, delicious sack lunches, and the arrival of Santa Claus with a present for everyone rounded out a very enjoyable evening.

## LITERATURE

The '38 Literature Sponsor finds that her predecessor was working on a project that did not materialize in time to be reported in the December KEY NOTE.

This was a survey of the forty-seven stenographers in our office, and revealed that--

- 26 write Gregg shorthand.
- 11 write Graham.
- 4 write Pitman.
- 3 write Success.
- 2 write Graham-Pitman.
- 1 writes Spencerian.

A request to the Library Committee for concrete help resulted in their vote for TWO copies of The Gregg Writer for two years; one copy of Correct English for one year; and one copy of Better English for six months.

Those who write other than the Gregg system will no doubt derive benefit from many of the articles in The Gregg Writer even though they do not read or write that system. As for the other two magazines, we are sure every secretary in this office will be interested in keeping up on the fine points of our English "as she is spoken"--and written.

Watch for these three magazines when they come to the library, and keep them busy.





## Keys to the Office

"One Department knows not what other Department does," to apply an adage to our busy General Conference office. So to introduce ourselves to each other, a series of articles featuring the different Departments is being presented, the second of which appears below.

Would you like to spend a day with the telephone operator? It may be monotonous to listen to "Operator" and "Thank you" repeated so much. The day begins with a bell which sounds at three minutes to eight. The switchboard is not very busy before eight-fifteen, although we frequently get messages then on the Simplex Printer, furnished by Western Union. The tape on which the wire is written is pasted on a blank and a file copy is made (between telephone calls). The original copy goes to the department. Most of our telegrams and a few cables come and go on this Western Union machine. We also send cables by RCA and Postal Telegraph. Most of the cables go at the deferred rate--half the full rate. The time between filing with the telegraph company and delivering of deferred cables ranges between one-half hour (the average time to London), and two or three hours to central India.

In addition to the eighty-one telephones in our building

now, we have one line to the Seminary, two to the Review, and four outside lines. We make over 2000 outside calls each month, and have about an equal number coming in. Several times that number of calls are made in this building and to and from the Seminary and Review. That is enough to keep a person busy, especially when a dozen lights come on simultaneously.

The first of the month the telegraph bills must be checked and the cost of personal messages collected. Later in the month the telephone bill comes. One regular charge on the bill is for equipment and the first 110 calls. For calls over this we are charged by the call.

It's all in a day's work of an "Operator"--"Thank you." G.

\* \* \*

Answers to HAVE YOU EVER WISHED?

1. "...conflict with sin and the development of Christian character." AA 564.
2. "...of spiritual power." MYP 249.
3. "...prayer is lost." MH 174.
4. "...treasured the boundless resources of Omnipotence." SC95.





OFFICIAL WANDERINGS

Inquiries have been received as to the whereabouts of our General Conference men who are on foreign trips.

The South American Division benefits by the counsel of L.H. Christian and W.A. Butler. Their itineraries require their absence from the office until April or May.

W.E. Nelson, accompanied by his wife, is en route to the China, Far Eastern, and Southern Asia Divisions, to attend meetings, planning also to make contact with our work in the Near East before returning to the office in May or June.

Claude Gonard is following largely the same itinerary, and will return at about the same time.

W.H. Branson and W.H. Williams are in Central Europe. They will be back about the middle of January.

The new Secretary for Section II of the Central European Division, H.L. Rudy, recently moved to Takoma Park, and spent a few days in the office, then left for a six weeks' trip to Central Europe.

W. A. Spicer who has also been attending meetings in Europe, will return early in January.

Our work in Africa will receive help from the services of W.G. Turner. After assisting in the European Division Councils, he set out to visit Northern European missions in Africa. He expects to return in May.

Two members of the Secretarial Office are now in the field -- E.D. Dick, who is making a survey of the work in Southern Asia, and will attend the Division Council in February, returning by way of the Near East and arriving home in April or May; and H.T. Elliott, who will be in Inter-America until March.

Professor and Mrs. Harvey A. Morrison accompanied Elder Dick to India. They will also visit the Near East, and return home in April or May.

Though these workers are missed in our office, we are glad they can carry inspiration to our foreign workers. Let us "keep the home fires burning" brightly until they return.  
Katie Farney

**THE KEY NOTE**  
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**THE KEEPERS OF THE KEYS**

General Conference Office  
Takoma Park, D. C.

Ruth Conard	Editor
Maama Wellman	Assistant
Mable Hinkhouse	Acting Professor
Alice La Monte	Distributer
Marjann MacNeill	Assistant

Contributing Staff,  
Officers and Sponsors



# This 'n' That

Eva Kimmel sends holiday greetings to all who know her. She has placed her order for THE KEY NOTE for 1938, thus becoming the first regular subscriber outside the office.

Our former assistant editor, Mable Hinkhouse, has kindly consented to help in the preparation of the January and February issues of THE KEY NOTE, after which the newly elected assistant, Thelma Wellman, will take over the work.

On December 20, two large cartons of clothing were sent to the young people of the Fountain Head School, Tennessee. Mrs. Flora H. Williams had her hands full, tucking in the many articles of clothing contributed by the General Conference employees.

On Christmas Eve, a group of General Conference girls brought Christmas cheer to Miss Jennie Thayer, one of our oldest living pioneers, by singing carols at her window. "Aunt Jenny," as she is familiarly known, is now in her eighties, and has for some time been confined to her bed by paralysis. Just recently she suffered a broken hip.

Mrs. Wiltor Wood, of China, known to the General Conference

circle as Minnie Iverson, tells of evacuation from Shanghai as follows: "I wore five dresses when I came out, for we were allowed only one suitcase each, so I put on as many clothes as I could and then carried several coats, including my fur coat, on my arm. It was a hot August day, but I didn't care. I took some of my music then, and later the rest of it was rescued." Mr. and Mrs. Wood are temporarily located near Hong Kong.

"Fruit Basket Overturned" is the game-of-the-week in the basement. The Purchasing Bureau is being moved to the room across the hall from the insurance office. Arthur L. White and Doris E. Robinson, of the White Estate, arriving the first of January, are to occupy the former Purchasing Bureau room and the old radio room, and use the vault across the hall (formerly containing Statistical Department files) to store the manuscripts which are coming from the Elmshaven office by insured express. The statistical records have been transferred to the vault that has been housing Elder Froom's advent source materials, and that collection is now kept in company with executive and secretarial correspondence, in the vault next door.