

SECRETARY'S REPORTS
Item 2, cont.

103 hours at 35¢	\$36.05
Statement from Dr. Randall	10.00
Statement from Health Service for February.	26.00
	\$72.05

The only other item which may appear for-payment in this case is a statement from the Health Service for medical attention during March. It is necessary for Mr. Noble to report at the Health Service occasionally.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve items 1 and 2.

Purchase of truck for Stores Department. Any old cars or trucks not in condition for use to be salvaged.

3. Purchase of Reo truck for use in Stores Department.

On motion of Mr. Brody, seconded by Mr. Daane, it was voted that authority to purchase a Reo truck to be used in the Stores Department, be granted the Purchasing Department.

It was also voted that any old cars or trucks not in condition for use be salvaged immediately.

4. Report on C. W. A. projects.

Report placed on file.

Report on C.W.A. Projects.

MISCELLANEOUS REPORTS

1. Report from Mr. Daane relative to College securities in the East Lansing State Bank.

No action.

2. Report by the President and Secretary regarding the bonds of Mr. Wilkins and Mr. Schepers. Bond for \$50,000 was secured for Mr. Wilkins, Treasurer, from the Michigan Surety Company of Lansing; and a bond for \$25,000 was secured for Mr. Schepers, Cashier, from the Michigan Surety Company of Lansing.

Report accepted.

The meeting adjourned at 4:00 o'clock.

R. S. Shaw

President

Herman A. Halladay

Secretary

Minutes of the
Meeting of the State Board of Agriculture
April 19, 1934

Present: Messrs. Brody, Chairman; Berkey, Downing, Dr. Eugene Elliott, representing the Superintendent of Public Instruction, President Shaw and Secretary Halladay.

Absent: Mrs. Wilson, Messrs. Daane, Halstead. (Mr. Halstead voted by proxy).

The meeting was called to order at 1:45.

The minutes of the previous meeting were approved having been in the hands of the Board members.

Resignations RESIGNATIONS

1. Resignation of Mr. Harold Stinson, County Agricultural Agent of Gratiot County, effective April 21, 1934.
2. Resignation of Thomas S. Higgins, police officer, effective May 1, 1934. No replacement has been requested as yet.
3. Resignation of Miss Ruth Jameyson, half-time research clerk in the Department of Economics, effective April 7, 1934. No successor has been recommended.
4. Resignation of Mr. E. S. Weisner, Poultry Extension Specialist, effective March 31, 1934.
5. Resignation of Dr. Clarence Dorman, Instructor and Asst. in Soils, effective April 18, 1934.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to accept the above resignations.

APPOINTMENTS

Appointments

1. Appointment of Mr. James A. Porter as County Agricultural Agent for Gratiot County, replacing Mr. Stinson (resigned) at a salary of \$2100 per year. Appointment is to become effective April 16, 1934.
2. Temporary appointment of Mr. Charles E. Blakeslee as County Club Agent for Luce County during the months of May and June, at a salary of \$50.00 per month.
3. Appointment of Mrs. Leona MacLeod as Home Demonstration Agent in Oakland County, replacing Miss Elizabeth Weld (transferred by Board action February 15, 1934) at a salary of \$1800 per year, - appointment to become effective May 1, 1934.
4. Request of Dean E. H. Ryder that the appointment of Mrs. LaDore Irland as Instructor in History and Pol. Science be continued for the spring term at \$180 per month.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the appointments.

5. Advancement in title of Mr. Bernard R. Proulx to the rank of Associate Professor in order that he may have faculty representation and be placed in charge of the Hotel Administration Course, effective immediately.

On motion of Mr. Downing, seconded by Mr. Brody, it was voted to approve item 5.

LEAVES

Leaves

1. Request by Miss Lois Brumbaugh, Reference Librarian, for leave without pay during the month of July.
2. Request of L. A. Cudworth, Assistant Storekeeper, for leave without pay during two weeks in July.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above leaves.

TRAVEL

Travel

1. Request of G. O. Stewart, Alumni Secretary, that the College pay \$25.00 of the expense of automobile travel to the annual meeting of the American Alumni Council at Sky Top, Pa. Mr. Stewart will pay the other expenses involved himself.
2. H. J. Stafseth, Professor of Pathogenic Bacteriology, to Guelph, Ontario, to speak before a meeting of the Eastern Conference of Research Workers in Poultry Disease on May 19th. Transportation expenses are requested.
3. Herman H. Halladay, Secretary of the State Board of Agriculture, to the meeting of the Association of College and University Business Officers at Lawrence, Kansas, May 10th and 11th.
4. R. J. Baldwin, Director of Extension Work, to Chicago May 16th to appear on the Land Grant College radio program; all expenses requested.
5. Request for travel and maintenance expenses for J. L. VanCamp, Superintendent of the Forestry Nursery, who will accompany Forestry students to Indiana on the annual field trip May 2nd to May 5th.
6. Miss Dorothy Parker and Miss Josephine Garvin, Instructors in Physical Education, to Cleveland, Ohio, for the Physical Education convention April 18th to 21st. Mileage allowance for one car has been recommended.
7. Request for travelling expenses of L. G. Miller, Associate Professor of Mechanical Engineering, incurred on a trip to Cleveland April 5th to 7th, accompanying the group of Hotel Training students.
8. Request for all expenses incurred by R. F. Kroodsma, Extension Specialist in Forestry, on a trip to Chicago April 12th for the meeting of the regional forestry board of the Lumber Code Authority.
9. Request for expenses incurred by A. B. Love, Extension Specialist in Farm Marketing, on a trip to Washington April 6th by request of the Michigan Bean Jobbers' Association; expenses to be paid from Extension funds.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the travel requests.

PRESIDENT'S REPORTSAppointment of
R. A. Connolly

1. Authorization of the appointment of Mr. Ray A. Connolly as Extension Poultryman, replacing E. S. Weisner (resigned) at a salary of \$1800 per year. The appointment became effective April 1st and is to continue until the return of J. A. Hannah, now on leave.
2. Authorization of the appointment of Mr. R. L. Donahue as Instructor and Assistant in Soils, replacing Mr. Clarence Dorman (resigned) at the rate of \$1800 per year, effective April 1, 1934.

Appointment of
R. L. Donahue

PRESIDENT'S REPORTS, cont.

- Appointment of Lois Arnold to replace Miss Daniel. 3. Authorization of the appointment of Miss Lois Arnold to replace Miss Elizabeth Daniels, Instructor in Physical Education, for the duration of the latter's illness during the spring term. Appointment became effective April 1, 1934, and salary was set at \$125.00 per month.
- Travel of Oviatt to Washington 4. Approval of travel of C. R. Oviatt, Extension Specialist in Farm Crops, to Washington in connection with sugar legislation; expenses of trip paid by the Farmers' and Manufacturers' Beet Sugar Association.
- Exp. of Bergquist app. 5. Authorization of payment of expenses (\$15.27) incurred by S. G. Bergquist, Associate Professor of Geology, on the annual student geology field trip.
- App. of travel to Wash. for Dr. Austin 6. Authorization of travel and maintenance expenses for E. L. Austin, Professor of Education, who was asked to speak before the Central Regional Conference for Vocational Home Economics in Chicago, April 17th. Expenses chargeable to Vocational Teacher Training in Home Economics.
- Mileage on one car for Mrs. Byers to Chicago 7. Authorization of mileage expense for one car and maintenance expenses for Mrs. Merle Byers, Associate Professor of Home Economics Education, and one other member of her staff to attend the Conference of Vocational Home Economics in Chicago, April 16th to 20th; expenses chargeable to Vocational Teacher Training Home Economics.
- Travel app. for 2 members Educ. to Indiana 6. Authorization of maintenance expenses only for two members of the Department of Education to attend the Conference for Vocational Agricultural Teacher Trainers at Indianapolis, Indiana, April 12th and 13th.
- Car mileage for Anthony to Indianapolis. 9. Authorization of car mileage and expenses for Dean Anthony and two members of his staff to attend the regional hearing on the Dairy Allotment Relief Plan at the Government Dairy Conference in Indianapolis, Indiana, April 2 and 3.
- Travel of Proulx to Cleveland. 10. Authorization of expenses for B. R. Proulx, Assistant to the Dean of Liberal Arts, who was in charge of the trip taken by Hotel Management students in Cleveland April 5th to 8th.
- Mileage 1 car Math. Dept. Chicago. 11. Authorization of mileage expense to Chicago for one car, in order that five members of the Mathematics Department might attend the meeting of the American Mathematical Society April 6th and 7th.
- Travel of Emmons to Chicago. 12. Delegation of Lloyd C. Emmons, Professor of Institutional Administration, to attend the meeting of Deans and Advisers of Men held at Northwestern University March 29, 30 and 31, expenses allowed.
- Miss Conrad's travel to Cincinnati app. 13. Delegation of Miss Elizabeth Conrad, Dean of Women, to represent the College at the meeting of the American Association of University Women in Cincinnati, April 20th and 21st; mileage expenses allowed.
- Towne to take part of vacation Apr. 23 to May 9. 14. Approval of the request of Jackson E. Towne, Librarian, to take part of his annual vacation from April 23rd to May 9th.
- Mrs. Sholl to teach Organ 15. Approval of the recommendation of Dean E. H. Ryder that Mrs. Sholl be engaged to continue the work of Mr. L. L. Renwick in Pipe Organ at the rate of \$2.00 per lesson per student and that Robert Miller be engaged at a salary of \$375.00 for the spring term to carry Mr. Renwick's instruction work other than that in Organ. The amounts paid Mrs. Sholl and Mr. Miller are to be deducted from the unused budget allotment for Mr. Renwick's salary.
- Fees for Pipe Organ reduced 16. Approval of the recommendation of Dean Ryder that the fees for students in Pipe Organ be reduced from \$50.00 to \$24.00 a term.
- Transfer of funds in Art Dept. app. 17. Authorization of the transfer of sufficient funds from the budgeted amount for the salary of H. W. Joyner (resigned) to the Art Department budget to pay the instructor who has been carrying Mr. Joyner's work on an hourly basis.
- Diplomas to be granted, blind students without fee 18. Authorization of the Registrar to furnish diplomas to graduating students from the School for the Blind without payment of the usual fee.
- Mr. Wilkins to sign warrants 19. Authorization of C. O. Wilkins, Comptroller, to act as agent for the President in signing warrants, as provided in Act No. 115, Section 20, of the Public Acts of 1933.
- Pendell 20. Report on disposal of the case of Richard C. Pendell.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the President's Reports.

MISCELLANEOUS

- Blind students not to be required to pay activity fee. 1. Recommendation of the faculty committee appointed to consider the payment of activity fees by students from the School for the Blind, that these students be not required to pay the student activity fee, nor should the College bear the expense. It was further recommended that the College express a willingness to furnish free admission for those students to such special events as they might be able to attend.

Money from sale of rats to revert to Purnell budget. On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the above recommendation.

2. Request of Dean Marie Dye that the money derived from the sale of surplus rats (used in one of the Purnell projects) revert to the Purnell budget.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the above request.

MISCELLANEOUS, cont.

3. Recommendations of Professor H. S. Patton, Head of the Economics Department:

1. That for the period of Dr. William Haber's service as State Emergency Relief Administrator his salary be reduced to \$125.00 per month, effective April 1st.
2. That the teaching of the courses which Dr. Haber will not be able to meet be transferred to Mr. H. E. Rice, quarter-time graduate assistant, for which added duties Mr. Rice will receive \$100.00 per month during April, May and June in addition to the \$50.00 a month he receives as a graduate assistant. This additional amount will be paid from the unused budget allotment for Dr. Haber's salary.

Dr. Haber's salary to be reduced during service as State Emerg. Rel. Admin.

Mr. H. E. Rice to take some of classes.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the above recommendations.

4. Request of R. J. Baldwin, Director of Extension Work, that the following changes in the Extension budget, which involve no change in the total amount, be made. The shifts are necessary because of the transfer of salaries of several staff members to A. A. A. funds, building up a reserve in the State Offset salary fund, and increased expenses due to A. A. A. work which have caused a deficiency in State Offset and Extension State funds for travel and maintenance. The following amounts are to be deducted from State Offset salaries fund and added to the indicated projects:

Changes in Extension budget approved.

Administration	Extension State	\$200.00
Publications	State Offset	2000.00
Clothing	Extension State	200.00
Clothing	State Offset	600.00
Foods and Nutrition	Extension State	200.00
Home Furnishing	State Offset	200.00
Child Care and Training	State Offset	300.00
Boys and Girls Clubs	Extension State	400.00
Farm Crops	Extension State	200.00
Dairy	Extension State	400.00
Dairy	State Offset	500.00
Animal Husbandry	Extension State	200.00
Animal Husbandry	State Offset	200.00
Horticulture	State Offset	200.00
Soils	State Offset	200.00
Insect Control	Extension State	100.00
Animal Disease Control	State Offset	500.00
Forestry	State Offset	500.00
Landscape	State Offset	200.00
Poultry	Extension State	200.00
Poultry	State Offset	300.00
Farm Management	Extension State	200.00
Farm Management	State Offset	1500.00

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above request.

5. Recommendation of E. L. Anthony that the collection of Short Course Club dues (\$2.00) be made at the time course fees are paid, as is done in other courses.
6. Recommendation of C. O. Wilkins, Comptroller, that \$15,000 (estimate of expenditures for the balance of the year) be transferred from the general funds to the contingency account of the State Board.
7. Report of E. L. Anthony of the substitution of C. E. Hoxie, graduate student in Horticulture, for Dr. C. H. Spurway on the trip to the meeting of the Society of American Florists in Rochester, New York, April 14th. Authorization for Dr. Spurway to attend this meeting was granted at the January meeting of the Board.

Short Course club dues to be collected at time fees are paid.

\$15,000 to be transferred to cont. fund.

Hoxie to take trip to Rochester, N.Y. instead of Spurway.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve items 5, 6, and 7.

8. Request from Dr. Patton that arrangements be made whereby Dr. F. M. Thrun may be enabled to give a portion of his time during the current term to serving in an advisory capacity with the State Tax Commission, as per the terms in Dr. Patton's letter of April 11 on file.

Dr. Thrun to serve in advisory way with State Tax Commission

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the above request.

9. Waiver and consent agreement relative to college funds impounded in the East Lansing State Bank. (The amount not fully covered by bond was \$15,316.20). The law firm of Mason, Alexander, McCaslin & Cholette of Grand Rapids made a report to Mr. Daane to whom was referred the matter of the status of the East Lansing State Bank so far as college deposits are concerned. (Copy of report is placed on file in the Secretary's Office).

Waiver and consent agreement relative to funds impounded in East Lansing State Bank

The following telegram was received from Mr. Daane who was out of the city:

"Hot Springs Arkansas - April 18, 1954

PAUL CHOLETTE, MASON ALEXANDER MCCASLIN CHOLETTE
PEOPLES NATL BANK BLDG GRAND RAPIDS MICH

PROVIDING WE RETAIN PRESENT STATUS WITHOUT PREJUDICING OUR POSITION AGAINST SURETY CO AND OTHERS AM HEARTILY IN FAVOR OF COOPERATING WITH EAST LANSING BANK OFFICIALS

G L Daane"

MISCELLANEOUS
Item 9, cont.

The opinion rendered by the firm of Mason, Alexander, McCaslin and Cholette under date of March 24, 1934 on the question whether or not the Treasurer of the Michigan State Board of Agriculture is liable to account for such portions of funds as may have been received by him and deposited in a Banking institution without being secured by surety bond or sufficient collateral, is on file in the Secretary's Office.

Board to sign
waiver re:
funds im-
pounded in
East Lansing
State Bank.

On motion of Mr. Downing, seconded by Mr. Berkey, it was voted that subject to the approval, by one or more members of the Board in addition to those present, to be exhibited by filing a written proxy and consent to this action that this Board adopt the proposed plan or reorganization submitted by the East Lansing State Bank upon condition, however, that as part of said reorganization plan an agreement be executed by the Michigan Surety Company through its duly authorized officers and Mr. Jacob Schepers that this action of the Board is taken without prejudice to any rights that the Board might have against said Surety Company or Mr. Schepers for any liability that might exist on their part,- this agreement to be subject to the approval of the attorney or counsel for the Board.

The following proxy was received from Mr. Benjamin H. Halstead:

April 19, 1934

Proxy from
Mr. Halstead

Know all men by these presents, that I, Benjamin H. Halstead, member of the State Board of Agriculture of the State of Michigan, do hereby constitute and appoint Herman H. Halladay, of East Lansing, Michigan attorney and agent for me, and in my name, place and stead, to vote as my proxy at a regular meeting of the said State Board of Agriculture, to be held at the office of the President of the Michigan State College of Agriculture and Applied Science on the nineteenth day of April, 1934, upon any business that may properly come before said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand this nineteenth day of April, 1934.

(Signed) Benjamin H. Halstead

In the presence of

(Signed) Frances Merrill

The meeting adjourned at 4:00 P.M.

R. S. Shaw

President
H. H. Halladay

Secretary

Minutes of the
Meeting of the State Board of Agriculture
May 17, 1934

Present: Messrs. Brody, Chairman; Berkey, Daane, Downing, Halstead; President Shaw and Secretary Halladay

Absent: Mrs. Wilson, Dr. Voelker

The meeting was called to order at 1:20.

Approval of April Board Minutes

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve action taken on all items presented at the April meeting of the State Board of Agriculture.

RESIGNATIONS AND APPOINTMENTS

1. Resignation of Mr. John Martin, County Agricultural Agent for Sanilac County, effective June 30, 1934.
2. Appointment of Mr. Russell Waite as County Agricultural Agent for Sanilac County, replacing Mr. Martin, at a salary of \$2100 per year; appointment to become effective May 15, 1934. The overlapping of these appointments is necessary because of additional activities under the emergency program.
3. Transfer of Mr. Carl Hemstreet, County Agricultural Agent for Oceana County, to the same position in Grand Traverse County, effective May 15, 1934 at no change in salary.

Resignations
and
Appointments