

MEETING OF THE STATE BOARD OF AGRICULTURE,

President's Office.

December 20th, 1911.....2 O'clock, P.M.

-O-O-O-

Present: President Snyder, Messrs. Graham, Wallace, Waterbury, Doherty and Oberdorffer.

Minutes of the previous meetings were read and approved.

Deficit in
M.A.C. Ban-
quet.

On motion of Mr. Doherty, a deficit of \$12.50 in the expenses for the M.A.C. banquet at Detroit, was authorized to be paid from the M. A. C. Interest fund.

Dr. Lyman's
expenses.

On motion of Mr. Oberdorffer, the expenses of Dr. Lyman in attending the International Live Stock exposition at Chicago, were allowed.

Faculty
traveling
expenses.

The President presented requests from a number of the faculty for the allowance of traveling expenses in attending meetings at Washington, which, on motion of Mr. Doherty, were laid on the table.

Engineering
trip expense.

On motion of Mr. Waterbury, the traveling expenses of the necessary teachers to attend the Engineering students on their annual inspection trip, were authorized.

Diplomas to
Conway and
Kelley.

On motion of Mr. Oberdorffer, the faculty was authorized to grant diplomas to Mr. G. F. Conway, and Miss Louise G. Kelley, when their work is satisfactorily completed.

Beet Sugar
special
course.

On motion of Mr. Doherty, a special course in Beet Sugar Technology was approved.

Graduate
School
Appropriations.

On motion of Mr. Doherty, two thousand dollars was appropriated for the Graduate School of Agriculture, to be held next summer, and five hundred dollars, or so much thereof as may be necessary, for the Graduate School in Home Economics.

On motion of Mr. Doherty, the following appropriation for the six months ending

Appropriation for
six months
ending June
30, 1912.

June 30th, 1912, was adopted:

AGRICULTURAL DIVISION.

Dean's Office	\$718.00
Agricultural Education,	275.00
Animal Husbandry,	1981.79
College Extension,	622.54
Dairy Husbandry,	1995.00
Farm Crops,	475.00
Farm and Horses,	1813.00
Farm Mechanics,	575.00
Forestry,	1500.00
Horticulture,	3377.00
Poultry,	500.00
Special Courses,	1373.15
Soils,	554.00

ENGINEERING DIVISION.

Mechanical Engineering,	3970.00
Civil Engineering,	595.00

Drawing,	\$ 155.00
Physics and Electrical Engineering,	1100.00

SCIENCE AND LETTERS DIVISION.

President's Office,	400.00
Advertising,	1500.00
Athletics,	
Bacteriology,	
Botany,	1653.20
Chemistry,	3290.00
History,	20.00
Library,	1915.00
Mathematics,	
Military,	986.00
Meteorology,	100.00
M. A. C. Record,	450.00
Entomology,	498.00
English,	256.00
Registrar,	300.00
Zoology,	1284.00

VETERINARY DIVISION.

Veterinary,	1752.00
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HOME ECONOMICS DIVISION.

Home Economics,	1000.00
Contingent Building,	
Cleaning,	1500.00
Electric Lighting,	2000.00
Heating,	15000.00
Miscellaneous,	2000.00
Salaries,	85000.00
Secretary's Office,	770.00
Telephones,	100.00

On motion of Mr. Doherty, the addition to the Chemical Building was accepted, and settlement ordered in accordance with the recommendation of the architect.

Chem. Lab Addition accepted.

Chairman Graham transmitted the following report of the examination of the accounts of A. M. Brown, Secretary, by the State Accountant:

Report of State Accountant on accounts of A.M. Brown, Secretary.

November 21, 1911.

Hon. Robert D. Graham,
 President, State Board of Agriculture,
 Grand Rapids, Michigan.

Dear Sir:-

Enclosed find statement covering the examination of the accounts of

Mr. A. M. Brown, Secretary of the Michigan Agricultural College. This examination takes up the accounts as they appeared at the close of business on November 20, 1911. Page 1 is a condensed statement showing the condition of the secretary's accounts. Pages 2 to 6 inclusive, are auxiliary statements summarized upon page 1.

You will notice by page 1 that the cash on hand and in the bank to the credit of the Secretary and the demands of the institution accounts exactly agree.

Very respectfully,

Oramel B. Fuller,
Auditor General.

Dictated by Fred Z. Hamilton,
General Accountant.

(A)

STATE OF MICHIGAN,
AUDITOR GENERAL'S DEPARTMENT.
General Accountant's Division.

East Lansing, Michigan, November 21, 1911.

Financial statement in connection with the examination of A. M. Brown, Secretary, M. A. C.,

Balance on hand as shown by last account current on file in this department for the month ending October 31, 1911	- - - - -	-\$23,611.49
Add receipts since as per sheet "B"	- - - - -	<u>6,677.17</u>
Amount available to date	- - - - -	\$30,288.66
Deduct disbursements as per sheet "C"	- - - - -	<u>1,230.39</u>
Balance on hand at close of day November 20, 1911, as per Institution accounts,	- - - - -	\$29,058.27

Cash in hands of A. M. Brown, Secretary, as per sheet "D" night of November 20, 1911,	\$514.05	
Bank balance of Secretary as per sheet "E" at close of business Nov. 20, 1911,	\$28,729.15	
Deduct outstanding checks as per sheet "G" night of November 20, 1911,	<u>184.93</u>	\$ 28,544.22

Cash in Secretary's hands and in bank at close of day November 20, 1911,	<u>\$29,058.27</u>	<u>\$29,058.27</u>
		\$.00

Very respectfully,

Fred Z. Hamilton,
General Accountant.

(B)

Statement of receipts at the Michigan Agricultural College, since October 31, 1911, to November 20, 1911, inclusive, as shown by triplicate receipts furnished by the institution.

Date.	Name.	Amount.
1911. Nov. 1, A. M. Brown, Sec.	Serum	\$2,000.00

Nov. 4,	A. M. Brown, Sec.,	Students Fees,	\$ 2.00
4,	"	License,	13.50
5,	"	Incidentals,	651.87
8,	"	Club Receipts,	607.06
11,	"	Sundries,	1,969.77
11,	"	Students Fees,	16.15
11,	"	Inspection,	41.00
11,	"	Serum,	861.77
18,	"	Sundries,	485.30
18,	"	Students Fees,	8.75
18,	"	Inspection Fees,	20.00
			<u>\$6,677.17</u>

(C)

Statement of disbursements at the Michigan Agricultural College since October 31, 1911, to November 20, 1911, inclusive, as shown by vouchers furnished by the institution.

Date.	Name.	Amount.
1911.		
Nov. 6,	90522 A. R. Potts,	\$ 3.84
7,	90523 J. Van Buren, et. al.,	926.60
7,	90524 C. B. Olney, et. al.,	96.23
7,	90525 Lansing Fuel and Gas Co.,	93.66
7,	90526 " " " " " "	14.88
9,	90527 W. H. French,	3.91
10,	90528 C. P. Halligan,	.76
10,	90529 W. B. Barrows,	6.75
11,	90530 H. W. Newhall,	18.39
13,	90531 J. Fred Baker,	2.82
13,	90532 A. R. Potts,	18.01
13,	90533 Alonzo Eberly,	20.00
16,	90534 Michigan United R.R. Co.	20.00
16,	90535 A. R. Sawyer,	4.54
		<u>\$1,230.39</u>

(D)

Cash in hands of A. M. Brown, Secretary, at the close of business, November 20, 1911, as follows:

Currency	-	-	-	-	-	-	-	-	-
Spécie	-	-	-	-	-	-	-	-	-
Nickels, Pennies, etc.	-	-	-	-	-	-	-	-	-
Cash Items,	-	-	-	-	-	-	-	-	<u>\$514.05</u>
Total,	-	-	-	-	-	-	-	-	<u>\$514.05</u>

CLASSIFICATION.

Currency.	Spécie.	Nickels, Pennies, etc.
	Gold.	
\$100 bills	\$20 pieces	5 cent.
50 "	10 "	3 "
20 "	5 "	2 "
10 "	2.50. "	1 "
5 "		
3 "	Silver.	
2 "	1.00 "	
1 "	50 "	
	25 "	
	20 "	
	10 "	
Footings	5 "	
	3 "	
	Footings,	

Cash items:

Check No. 22156, November 20, 1911,
City National Bank, Lansing,

\$514.05

(E)

STATE OF MICHIGAN,
AUDITOR GENERAL'S DEPARTMENT.
General Accountant's Division.

Lansing, Mich., November 21, 1911.

Cashier City National Bank,
Lansing, Michigan.

Dear Sir:-

Please fill blank below, balance his account at date indicated and return bank book and canceled checks, to Mr. A. M. Brown, Secretary. But if it is not convenient to balance book and return canceled checks as requested, kindly give list of checks paid by you and not previously returned. Make up this list on form "F" herewith, and give number, date, name and amount of each check and greatly oblige,

Yours truly,

Fred Z. Hamilton,

General Accountant.

The condition of the above named officer's account, as shown by the books of this bank, at the close of business November 20, 1911, was as follows:

Balance due him	-	-	-	-	-	-	-	\$28,729.15
Amount overdrawn by him	-	-	-	-	-	-	-	_____
The checks paid by this bank and not delivered amount								
as per sheet "F" to	-	-	-	-	-	-	-	_____

Very respectfully,

F. J. Hopkins,

Cashier.

(G)

List of checks outstanding at close of bank hours November 20, 1911.
No. 90535, Date Nov. 16, 1911, Name, A. R. Sawyer, Amount \$4.54, of last check drawn prior to date of examination. Also list of vouchers paid thereby.

List of checks outstanding.				List of vouchers paid thereby.			
No.	Date.	Name.	Amount.	No.	Date.	Name.	Amount.
	1911.				1911.		
90097	9/13	E.C.Guttenberger	\$156.80	90097	9/13	E.C.Guttenberger	\$156.80
90366	10/23	Geo. Peterson,	1.20	90366	10/23	Geo. Peterson,	1.20
90530	11/11	H.W.Newhall,	18.39	90530	11/11	H.W.Newhall,	18.39
90535	11/16	A.R.Sawyer,	4.54	90535	11/16	A.R.Sawyer,	4.54
90502	10/31	Journal of Medical Research,	4.00	90502	10/31	Journal of Medical Research,	4.00
			\$ 184.93				\$ 184.93

The special committee to which was referred the matter of the printing of 'Michigan Bird Life' by Professor Barrows, made the following report, which was, on motion of Mr. Waterbury, adopted:

Barrow's book
"Michigan Bird Life"
Committee report.

East Lansing, Mich., December 20, 1911.

To the State Board of Agriculture:

Your committee, appointed in reference to the publication of the manuscript upon Michigan Bird Life, by Prof. Barrows, herewith makes the following report and recommendation:

- 1st. That the size of the edition be ten thousand copies.
- 2nd. That it be printed upon enameline paper of about eighty pounds weight.
- 3rd. That one-half of the edition be bound in paper and one-half in cloth.
- 4th. That copies be distributed gratis to the papers of the state, and for advertising and exchange, and that five hundred copies be placed in the hands of the author for gratis distribution to persons who have assisted in the preparation of the work, and such others as he may think proper; that the remainder be sold at cost, plus postage.

We estimate the cost of the edition at \$4400.00.

Respectfully submitted,

A. M. Brown,

I. R. Waterbury.

President Snyder presented two communications from Dr. Lyman, which were, on motion of Mr. Waterbury, laid on the table until the next meeting.

Communications from Dr. Lyman.

The Secretary presented the following statement from Dr. Marshall, in reference to the manufacture of serum for Hog Cholera:

SERUM REPORT.

July 1, 1911	-	December 1, 1911.
Feed, Concentrated - - - - -		\$ 372.13
Hay, straw and roughage, - - - - -		26.62
Swine and experimental animals, - - - - -		2,047.44
Apparatus and sundry - - - - -		253.60
Labor, - - - - -		1,050.00
		\$3,749.79
(Labor for the next half year) - - - - -		1,000.00
		\$4,749.79

Value of receipts and products on hand.

Actual receipts for serum and virus.....	\$8,233.63
Actual receipts for pigs.....	982.15
Value of tested serum on hand, 1st class,.....	476.20
" " " " " " 2nd class,.....	130.69
Value of untested and unmixed serum on hand.....	405.92
Value of hogs on hand not in work, !.....	332.91
Value of hogs on hand in work,.....	210.00
	\$10,771.50
Deducting products on hand July 1, 1911,.....	4,295.34
Actual value of products to date.....	\$6,476.16

SERUM.

Total number cc. on hand, good, July 1st, 1911.....	62,301
" " " " " not tested, July 1st, 1911.....	133,430
" " " " " poor.....	4,481
" " " " " drawn and mixed since July 1st,..	264,335
" " " " " not a " " " ...	24,105
" " " experimental serum on hand.....	2,602
Error.....	911
	<u>491,945</u> cc.

Total number cc. sold, July 1st, 1911, December 1st, 1911.....	407,673
" " " used for testing.....	4,289
" " " mixed serum on hand, tested, 1st class.....	23,810
" " " " " " " " 2nd class.....	13,079
" " " not mixed and untested serum on hand.....	40,592
" " " poor serum on hand.....	<u>2,510</u>
Total.....	491,945

Record of Serum sold.

Nebraska,	190,000 cc. Serum.
Michigan,	118,433 " "
Ohio,	46,675 " "
Indiana,	18,800 " "
Kentucky,	15,935 " "
Maine,	6,650 " "
Illinois,	6,030 " "
New Jersey,	1,500 " "
Maryland,	1,350 " "
Massachusetts,	1,000 " "
Montana,	1,000 " "
Wisconsin,	300 " "

The Secretary made a brief verbal report in reference to the matter of a truck for the College, and on motion of Mr. Wallace, the Purchasing Agent was authorized to purchase an electric truck.

On motion of Mr. Oberdorffer, the expenses of Board members were allowed.

On motion, adjourned.

Alfred Brown
Secretary.