

Regarding  
handling of  
fire truck.

Supt. for  
Graham Hort.  
Exp. Station

Regarding  
hospital  
facilities.

Plant's ex-  
penses to  
New York  
paid.

Athletic and  
Liberal Arts  
fees.

Expense  
accounts  
allowed.

On motion adjourned.

Attest:  
*Attest*  
 \_\_\_\_\_  
 Secretary.

*(The page contains musical notation.)*

President's Office.

10 o'clock, A. M.

The minutes of the previous meeting were approved without reading.

Report of  
accounts of  
Treasurer.

"Lansing, Michigan, Dec. 31, 1918.

Financial statement in connection with the examination of the accounts of B. F. Davis, Treasurer, Michigan Agricultural College.

Balance on hand as shown by last account current on file in this department for the month ending November 30, 1918 (Overdraft)	47,809.86
Add receipts since as per sheet "B" - - - - -	<u>125,135.21</u>
Amount available to date- - - - -	<u>77,325.35</u>
Deduct disbursements as per sheet "C" - - - - -	<u>68,746.64</u>
Balance on hand at close of day December 30, 1918, as per Institution accounts - - - -	8,578.71

Treasurer's  
report.

Cash in hand of Treasurer as per sheet "D"	night of December 30, 1918,	12.50
Bank balance of Treasurer as per sheet "E"	at close of business	
	December 30, 1918,	16,480.92
Deduct outstanding checks as per sheet "G"	night of	
	December 30, 1918,	7,914.71-8,566.21
Cash in Treasurer's hands and in bank at close of day		
	December 30, 1918,	8,578.71

On motion of Mr. Beaumont, the above report was received and placed on file.

On motion of Mr. Woodman, Mr. Stanley J. Brownell was appointed as Assistant in the Experiment Station connected with the Dairy Department, at a salary of \$1500 per annum from Jan. 15th to June 30th, 1919.

On motion of Mr. Woodman, the request of Director Baldwin for the appointment of Roswell G. Carr to succeed Mr. H. G. Smith as County Agent for Kent County, was referred to Mr. Graham with power to act.

On motion of Mr. Doherty, Director Baldwin was authorized to employ Mr. Carl Knopf as County Agent for Manistee County if the arrangement is satisfactory to the Manistee County Farm Bureau.

The President presented a request from Prof. C. A. Melick for permission to undertake work for the Highway Department in addition to his College work.

On motion of Mr. Graham, the request was granted subject to Dean Bissell's recommendation as to adjustment of salary.

On motion of Mr. Doherty, Mrs. W. B. Sutherland, now Secretary to the Adviser of Women and Home Economics Division, was appointed Clerk to the Purchasing Agent at a salary of \$850 per annum, beginning Jan. 13th.

On motion of Mr. Woodman, the Chemical Department was authorized to employ Miss Mabel Mosher at \$100 per month for the months of January, February and March, as Instructor in Wheat and Flour Chemistry, her salary to be paid from Department funds.

On motion of Mr. Wallace, Prof Eustace was authorized to attend the Horticultural Meeting to be held at Rochester next week, with expenses paid.

On motion of Mr. Beaumont, the recommendation of Prof. Eustace as expressed in the following letter in regard to the services of Prof. Halligan in connection with other State institutions, was approved:

"Dec. 16, 1918.

Secretary A. M. Brown,  
East Lansing, Mich.

Dear Mr. Brown:-

Referring to that part of your letter of the 22nd ult., regarding a letter from Professor Halligan which was presented to the November Board meeting and referred by the Board to me.

I would suggest that this institution offer professional advice in preparing plans for landscape improvement of the grounds of the different state institutions, providing the institution receiving this service bear all incidental expenses in connection with it.

I would not suggest that this college make a vigorous campaign among other state institutions to urge them to use these services of the college in improving their grounds, but if they request it that we do what we can for them.

Very truly yours,

(Signed) H.J.Eustace."

The President presented a plan from Mr. C. W. McKibbin, Alumni Recorder, for the preparation of a history of the College in its connection with the war.

On motion of Mr. Woodman, this was approved, and Mr. McKibbin was appointed editor and compiler with the understanding that all matter shall be submitted for review and criticism to the President and Secretary before printing.

On motion of Mr. Doherty, Prof. Patten was authorized to attend a meeting of the Association of Feed Control Officials at Pittsburgh on Monday and Tuesday, January 13th and 14th, with expenses paid.

Brownell  
assistant in  
Dairy Exp.  
Station.

Carr to suc-  
ceed Smith  
as Kent Co.  
Agent.

Knopf Co.  
Agent for  
Manistee Co.

Melick to  
work for  
Highway Dept.  
in addition  
to college  
work.

Sutherland  
appointed  
Clerk to  
Purchasing  
Agent.

Mosher  
in Chem.Dept.  
for Jan.Feb.  
& March.

Eustace to  
attend meeting  
at Rochester.

Halligan's  
services for  
other State  
Institutions.

Plan regarding  
history of  
war activities  
of college.

Patten to  
attend meet-  
ing at  
Pittsburgh.



On motion of Mr. Graham, Mr. B. F. Kindig was authorized to attend the annual meeting of the National Beekeepers Association at Chicago, February 19th, 20th and 21st, with transportation expenses paid.

Kindig to attend meeting of Beekeepers at Chicago.

On motion of Mr. Doherty, the President was authorized to purchase a car for his official use, the selection to be his own.

President to purchase car.

On motion of Mr. Woodman, Mr. Trangmar's salary was increased from \$1700 to \$2400 per annum beginning January 1st, \$1600 to be paid from Smith-Lever funds, and \$800 from the College, and the plan of publicity outlined by him was approved.

Trangmar's salary increased.

On motion of Mr. Woodman, the action of the Board in regard to the employment of Dr. McKircher at the December meeting, was reconsidered. On motion of Mr. Woodman, that portion of the resolution regarding a free clinic on the campus so far as it relates to Dr. McKircher's work, was stricken out, thus permitting him to collect his usual fee in such cases.

Regarding employment of Dr. McKircher.

On motion of Mr. Woodman, the Extension Division was authorized to take such action as may seem advisable in regard to canceling the extension schools on account of the prevalence of influenza.

Canceling extension schools because of Flu.

On motion of Mr. Doherty, Dr. Oscar H. Bruegal was appointed Medical Officer of the College at a salary of \$1200 per annum beginning January 1st.

Bruegel appointed medical officer.

On motion of Mr. Doherty, Miss Helen Grimes was appointed Instructor in Athletics and Miss Anna Bayha, Instructor in Domestic Art, the salary of the former being \$1100 and room to date from January 1st, and of the latter \$1500 to date from January 1st.

Grimes instructor in Athletics & Bayha instructor in Dom. Art.

On motion of Mr. Woodman, the expense accounts of the Board members were approved.

Expense accounts approved.

At this point the Board adjourned to the office of the Attorney General, the same members being present except Mr. Beaumont.

Board adjourned to Atty. Gen.'s office.

On motion of Mr. Doherty, the following resolution was unanimously adopted:

"Whereas, This Board is about to establish a Horticultural Experiment Station near Grand Rapids upon a fifty acre tract of land presented to it by Robert D. Graham, and

Resolution regarding acquiring land for Graham Hort. Sta.

"Whereas, the State Board was advised both by representatives of the United States Department of Agriculture and by the Director and Horticulturist of the Experiment Station of Michigan Agricultural College that an additional tract of fifty acres adjoining that above referred to should be acquired in order to properly carry out the project, and

Whereas, it appears that this additional land was purchased by this Board from Henry Smith of Grand Rapids, who acquired it from a member of the Board, Mr. Graham, for this purpose, and

"Whereas, the Board is advised by the Attorney General when the transaction was referred to him by Mr. Graham and the Secretary for an opinion, that the title to the property so acquired is invalid under the statutes of the state, therefore,

"BE IT RESOLVED, that upon the tender of the purchase price and interest to date by the said Henry Smith, the President and Secretary are directed to execute to him a quit claim deed of the said property which is described as follows, viz:

The W $\frac{1}{2}$  of the W.100 acres of the SW $\frac{1}{4}$  of Section 21, Town 7 North, Range 12 West, according to the Government survey containing fifty acres more or less."

On motion of Mr. Wallace, the Secretary was requested to confer with the Attorney General with a view to finding a means by which to acquire a perfect title to the property in question.

Secretary to find way to acquire title to land.