

Minutes of the  
Meeting of the State Board of Agriculture  
October 21, 1938

Present: Mr. Halstead (Chairman); Messrs. Berkey, Brody, Downing, Jakway; Mrs. Masselink; President Shaw, Treasurer Wilkins, Secretary Hannah.

Absent: No one.

The meeting was called to order at 10:10 A.M.

The minutes of the previous meeting were approved.

RESIGNATIONS AND APPOINTMENTS

Resignations

1. Resignation of Miss Helen Clausen, half-time stenographer in the Department of Geology and Geography, effective September 15, 1938.

Appointments

2. Appointment of Miss Ruth J. Peck as Extension Specialist in Home Furnishings at a salary of \$2600 per year, effective November 1, 1938. Miss Peck will replace Miss Alice McKinney (salary \$2300) whose resignation has been accepted by the Board.
3. Appointment of Richard W. Colins and George R. Hill as Assistant football coaches for the 1938 season at a salary of \$100 each for the period. These two men will replace Albert Agett and Milton C. Lehnhardt who are no longer with the college.
4. Transfer of Miss Frances Pung to the position of stenographer in the Economics Department on Purnell funds to take the place of Miss Helen Morony who resigned June 15. Miss Pung's salary will remain at \$1020 per year, and the transfer is to be effective October 1, 1938.
5. Appointment of Miss June Zickgraf as stenographer in the Department of Economics at a salary of \$1020 a year payable from Extension funds, effective October 1, 1938. Miss Zickgraf replaces Miss Frances Pung, transferred.
6. Appointment of Miss Pauline Davidson as half-time clerk in the Department of Geology and Geography at a salary of \$540.00 per year, replacing Miss Helen Clausen; and as half-time stenographer in the Department of History (additional position) at a salary of \$540.00 per year, effective October 1, 1938. Miss Davidson formerly worked in the Central Stenographic office at a salary of \$1080 per year.
7. Appointment of E. W. Roelofs as research assistant in Hydrosol Investigations, effective September 1, 1938, with the understanding that his salary of \$60.00 per month will be paid by the State Department of Conservation and that Mr. Roelofs will be given the same status as a regular graduate assistant. This appointment is in line with the memorandum of understanding previously signed by the Michigan State College and the State Department of Conservation covering this work.
8. Recommendation that effective October 1, 1938, that H. J. Weisner and Stanley Krentel be increased from quarter-time to half-time graduate assistants in physical chemistry to replace Mr. L. E. White who has resigned as half-time graduate assistant.
9. Appointment of Miss Mary E. Pyke as half-time graduate assistant in the Department of Zoology, effective October 1, 1938. This is a new position necessary because of the large increase in enrollment in Zoology classes.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve the Resignations and Appointments.

Travel

TRAVEL

1. Full expenses for Dean L. C. Emmons to attend the regional meeting of the Association of American Colleges on November 7 and 8 in Milwaukee, Wisconsin.
2. Full expenses for Dean L. C. Emmons to attend a meeting in Chicago on October 30 in connection with the national research project among a number of colleges. Expenses for this trip may be paid from funds soon to be available for this study, but authorization for full expenses is requested in the event that they are not taken care of by the national study.
3. Recommendation of the Band Committee that the Band be sent to the Marquette game at Milwaukee on November 12 as the out-of-state trip allowed yearly by the Board.
4. Full expenses for G. O. Stewart, Alumni Secretary, so he may travel with the football team to Columbia, Missouri, on November 5 and to Marquette on November 12.
5. Full expenses for Dr. Ray Nelson, Research Associate in Plant Pathology, to make a trip to California the latter part of October in connection with research work on disease-resistant celery seed. Expenses are to be paid from the special celery disease fund supplied by growers.

TRAVEL, continued

6. Full travel expenses for Miss Edna Smith, State Home Demonstration Agent Leader, to attend the Land Grant College meeting in Chicago from November 13 to 16, inclusive.
7. First class mileage and pullman only for J. W. Stack to attend a conference or ornithological organizations in Washington, D.C., during the week of October 17. Expenses are to be paid from Experiment Station funds.
8. Mileage for one car so that members of the Soils Department may attend the annual meetings of the American Society of Agronomy and Soils Science which will be held in Washington, D. C., on November 15.
9. Delegation of the following to the Land Grant College Association meeting in Chicago, November 13 and 14: President Shaw, Deans Dirks, Dye, Anthony; Directors Baldwin, Gardner; and Mrs. Masselink and Mr. Jakway to represent the State Board of Agriculture.
10. Full expenses for Dean Dirks to Chicago to attend the meeting of the Midwest Power Conference on October 26th.

Travel

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

MISCELLANEOUS

1. Recommendation of the Administrative Group that an amendment be passed to the band scholarship action permitting a total of 40 scholarships in each year distributed as evenly as possible over the four classes. At the present time 10 scholarships have been authorized for each entering class, and as a result the total number of scholarships is often 30 or less.
2. Recommendation of the Administrative Group to authorize Music 210a (2 credits) by extension at \$7.50, and 210b when taken simultaneously with 210a at \$5.
3. Recommendation of Mr. Wilkins that the salary of Mr. Curnel Hampton, Supervisor of the Central Stenographic Office, be increased from \$125 per month to \$150 per month, effective October 1, 1938. Mr. Hampton has been employed since October 15, 1937.
4. Recommendation of Dean L. C. Emmons that Miss Meta Vossbrink, Supervising Teacher in Home Economics, be placed on the payroll at \$2250 rather than \$2200 as approved by the President. Miss Vossbrink was promised a salary equivalent to that which she had at the East Lansing High School, which was \$2250 last year.
5. Recommendation from Dean Emmons that Mr. Francis Aranyi's salary be paid in ten equal payments. Mr. Aranyi is Assistant Professor of Music, employed on a part-time basis during 1938-39 at a salary of \$2000.00 for the year.
6. Recommendation from Dean Huston that Mr. D. J. Bremer be placed on our payroll in the amount of \$229.16 per month. Because of difficulties in adjusting Mr. Bremer's salary to the Civil Service scale, the State Police has elected to pay for this service on the contractual basis; and they will send monthly vouchers in the amount of \$125 to be signed by the President and the Secretary.

Amendment  
Band Scholarship  
action.

Music 210 a,b  
authorized by  
extension.

Increase in  
salary of Cur-  
nel Hampton.

Miss Vossbrink  
placed on pay-  
roll at \$2250

Aranyi to be  
paid in ten  
equal install-  
ments.

D.J. Bremer  
placed on col.  
payroll, etc.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the six items above.

7. Request from Mr. Wilkins for reimbursement to the Stores Department account of an amount of \$15,000. During the past two years a more complete line of repair parts, supplies and miscellaneous items in connection with the maintenance of the buildings and equipment has been carried, making it necessary to increase the inventory.

Stores Dept.  
reimbursed  
\$15,000.

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

8. Request from Dean Emmons for the appropriation of \$100 for supplies for the year so that the WPA project under the direction of Dr. Hayworth in the Speech Department may be continued for another year. Last year \$50 was appropriated for this project.
9. Presentation for Board acceptance of a \$500 grant from the Michigan Beet Sugar Association of Saginaw, Michigan, for some cooperative work to be carried on in the Section of Bacteriology under the direction of Dr. F. W. Fabian.
10. Presentation for Board acceptance of a gift from Dr. R. A. Smith, State Geologist, of his entire private collection of geologic publications, including United States, state and foreign geologic reports, bulletins, monographs, professional papers, water supply papers, etc., consisting of approximately 4000 volumes. Also recommendation from Dean Huston that a suitable plaque be placed in each volume after cataloging.

\$100 approp.  
to Speech Dept  
for supplies.

Acceptance of  
\$500 grant  
from Mich.  
Beet Sugar

Acceptance of  
Dr. Smith's  
geologic  
collection.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve items 8, 9, 10.

11. Presentation for Board approval of a bill due William G. Roost, Certified Public Accountant, for services performed in auditing the books this year (the Rackham report and Williams Hall and Mary Mayo Hall report will be charged against their respective accounts):

Payment of  
auditing  
bills approved

MISCELLANEOUS, continued

## 11. (Continued)

Payment of auditing bills app.	General books of the College	\$1,825.00
	Upper Peninsula & Lake City Stations	<u>232.50</u>
	Total chargeable against College funds	\$2,057.50
	Auditing the Rackham Fund	256.25
	Rendering a report on Williams Hall and Mary Mayo Hall	315.00

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to accept the audit and to pay the above accounts.

Payment of Tom Cox bills. 12. Presentation for payment of following bills for Mr. Tom Cox: \$175 to Martin-Halsted Company of Detroit for an artificial limb: \$147.90 to the University Hospital at Ann Arbor for room service, laboratory fees, and anesthetic.

Letter from Cox expressing gratitude. 13. Letter from Mr. Tom Cox expressing his feeling of gratitude for the aid and assistance of the College during the last year. He has received his artificial limb and is progressing satisfactorily.

On motion of Mr. Halstead, seconded by Mr. Berkey, it was voted to approve items 12 and 13.

Mr. Wilkins authorized to sell bonds. 14. Recommendation from Mr. Wilkins that the Board approve disposition of Bankers Trust Series M-1269 to Konold, Titus and Company who have quoted a price of 70 for the bonds. These bonds will not produce any interest in the future.

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

Receipts from extension courses handled as revolv.fund. 15. Request from Dean L. C. Emmons that receipts from Extension courses be handled as a revolving fund, effective as of September 30, 1938.

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

Health Center named after Dr. Olin. 16. Proposed naming of Health Center -- "Olin Memorial Health Center".

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

17. Report of the following revision made on the Schedule Bond covering various employees in the Comptroller's Department:

Elimination of the name of John G. H. Stewart as his services were discontinued as of July 13, 1938.

Increase of Mr. Walter Beamer's bond to \$50,000 and title changed to Cashier.

Reduction of Clive A. Rosenbrook's bond to \$10,000 and title changed to Purchasing Agent.

Further recommendation of the Comptroller that all employees in his office not already under bond be placed under bond.

Opinion of Att. Gen. employees M.S.C. may hold city offices. On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the above recommendations of the Comptroller.

18. Report of the attorney general's opinion that there is no legal objection to employees of Michigan State College holding a city office and receiving compensation from the city.

Prof. Patton to teach private students in Det. 19. Report from Dean Emmons that Fred Patton has been authorized to teach a number of private students in Detroit. This work is not under the direction of any other institution and will not interfere with Mr. Patton's work here.

Lv. Schuster 2 Sats. ea. month. 20. Report from Dean Emmons that Mr. Alexander Schuster has been authorized to go to Duquesne University in Pittsburgh two Saturdays each month. This will not interfere with Mr. Schuster's work at the College.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve items 18, 19 and 20.

Increase in salary Ruth Jameyson 21. Recommendation of the President that the salary of Miss Ruth Jameyson, secretary to the President, be increased from \$1600 to \$1800 per year, effective October 1st.

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

PRESIDENT'S REPORTAppointments and Resignations

Resignation 1. Resignation of Miss Wilma B. Keyes as Home Furnishings Specialist, effective October 10, 1938. Miss Keyes has accepted a position at Connecticut State College.

2. Resignation of Dr. Robert M. Limpus as Instructor in English, effective September 1, 1938.

PRESIDENT'S REPORTS, continuedAppointments and Resignations (continued)

3. Appointment of Miss Jessie Marion as Home Furnishing Specialist at a salary of \$2300 per year, effective October 1, 1938. Miss Marion will replace Miss Wilma B. Keyes whose resignation is effective October 10 (salary \$2400).
4. Appointment of Miss Nina Reilly as Instructor in the Department of Textiles, Clothing and Related Arts for the fall term of 1938-39 at a salary of \$600 for the period, effective September 1, 1938. This is an additional position.
5. Appointment of Dr. Cecil V. Millard as Assistant Professor of Education at a salary of \$3000 per year, effective October 1, 1938. This is an additional position necessary because of the increased enrollment.
6. Appointment of Mr. Victor H. Noll as Associate Professor of Education at a salary of \$3300 per year, effective as of September 1, 1938. Mr. Noll replaces Mr. E. L. Grover, retired.
7. Appointment of Carl H. Nordstrom as Instructor in Mathematics for 1938-39 at a salary of \$1800 for the year, effective September 1, 1938. Mr. Nordstrom replaces Mr. W. S. Kimball whose services were discontinued August 31, 1938 (salary \$2685).
8. Appointment of Dr. Raven Ioor McDavid, Jr. as Instructor in English for the year 1938-39 at a salary of \$1900 per year, effective September 1, 1938. Dr. McDavid replaces Dr. Robert M. Limpus (salary \$1900) who has resigned.
9. Appointment of Mr. Francis Nipp as Instructor in English for the fall term only at a salary of \$450 for the period. Mr. Nipp replaces Miss Eva Vaughn who is ill and will not be able to assume her teaching duties during the fall term.
10. Appointment of Mark Ashin as Instructor in English for the fall term only at a salary of \$450 for the period. This is an additional position necessary because of the increased enrollment.
11. Appointment of Miss Meta Vossbrink as supervising teacher in Home Economics at a salary of \$2200 per year, effective as of September 1, 1938. Miss Vossbrink replaces Miss Irene Patterson whose resignation became effective August 31, 1938.
12. Appointment of Mr. Harold Ross as part-time instructor in Sociology for the fall term only at a salary of \$200 for the term. This is an additional position necessary because of the increased enrollment.
13. Temporary appointment of Dr. K. H. Johnson and Dr. K. P. Hodges as of September 26 on a part-time schedule at \$130 per month, during the illness of Dr. Olin.
14. Appointment of Miss Elizabeth White as full-time stenographer in the Art Department at a salary of \$1200 per year, effective as of September 14, 1938. Miss White replaces Miss Esther Crampton who formerly worked half-time in the Art Department.
15. Appointment of Miss Esther Crampton as full-time stenographer in the Department of Vocational Teacher Training in Home Economics at a salary of \$1140 per year, effective as of September 1, 1938, payable from Vocational funds. This was formerly a half-time position held by Miss Crampton.
16. Appointment of Miss Alice Korstange as a three-quarter time stenographer in the Department of Mathematics at a total remuneration of \$855 per year, effective September 1, 1938. Miss Korstange worked last year in the same department on a half-time basis. Mr. Plant is chairman of the Committee on Scholarships and work in connection with this committee makes additional stenographic help necessary.
17. Appointment of Mrs. Ruth P. Dunham as hostess in the Benson House at 321 M.A.C. Avenue for the period from September 1, 1938 to June 30, 1939 at a salary of \$30 per month plus maintenance.
18. Appointment of Mrs. Eva Gulick as night hostess and supervisor in Williams Hall and relief hostess in the Union Dormitory at a salary of \$850 plus maintenance for the period September 1, 1938 to June 30, 1939. Mrs. Gulick replaces Miss Grace Falck who was not reappointed (salary the same).
19. Reappointment of Mrs. Mollie Cole as hostess and manager of the Concord Cooperative House at a salary of \$35 per month payable as follows: \$20 from the cooperative house fund, \$10 from the chaperone fund, and \$500 from the budget of the office of the Dean of Women.
20. Appointment of William H. Stahl as research fellow in Bacteriology at a salary of \$600 per year, effective September 1, 1938. His salary is to be divided as follows: \$50 a month from the Bureau of Animal Industry, and \$10 a month from Rackham funds.
21. Appointment of R. D. McCurdy to the Dairy and Ice Cream Machinery and Supplies Association fellowship for 1938-39.
22. Appointment of R. G. Switzer as Corn Products Refining Company Research Fellow in Bacteriology. A total amount of \$405 is to be paid to him over a nine month's period at \$45 per month from the \$600 left on this fellowship. This appointment is effective October 1, 1938.

Appointments

PRESIDENT'S REPORTSAppointments and Resignations (continued)

- Appoint-  
ments.
23. Appointment of W. E. Botwright as Corn Products Refining Company Research Fellow in Bacteriology. A total amount of \$135 is to be paid to him over a nine month's period at \$15 per month from the \$600 left on this fellowship. This appointment is effective October 1, 1938.
24. Continuation of the following graduate assistantships for 1938-39:
- |                   |   |
|-------------------|---|
| Bacteriology      | - Appointment of Daniel B. Richardson as quarter-time graduate assistant, effective October 1, 1938, to replace Mr. Lloyd Herman who was unable to accept the appointment because of illness.   |
| Chemistry         | - Appointment of Stanley Krentel and Harold J. Weisner as quarter-time graduate assistants to replace Thomas W. Daken who has resigned.   |
| Civil Engineering | - Reappointment of F. J. Cook as half-time graduate assistant.  |
| Dairy Husbandry   | - Continuation of Woodrow Snyder and Edgar B. Hale as half-time graduate assistants.  |
| Economics         | - Appointment of Dana E. Law as half-time graduate assistant in Agricultural Economics to replace David Christian who has resigned.<br>- Appointment of Orland Sines as quarter-time graduate assistant to replace Fordyce Voss who has resigned. |
| Farm Crops        | - Appointment of Thomas H. Wilson as half-time graduate assistant, effective October 1, 1938, to fill the vacancy left by the inability of Roy G. Currie to accept the appointment.   |

## Travel

Travel

1. First-class railroad fare for Professor D. G. Ebinger to attend a meeting on Rural Electrification to be held in Chicago on Wednesday, October 12. These expenses are to be paid from Agricultural Engineering Department funds.
2. Railroad coach fare for Mrs. Mabelle Ehlers and Miss Mildred Jones to attend the meetings of the American Restaurant Association in Chicago on October 3 to October 7.
3. Mileage on one car so that Dean Marie Dye, Miss Katherine Hart, Dr. Jean Hawks, Dr. Thelma Porter, and Miss Laurel Davis might attend the American Dietetic Association meetings in Milwaukee, Wisconsin on October 10-14.
4. Full expenses for Dean R. C. Huston to attend the dedication of the new research building of the Abbott Laboratories in North Chicago, Illinois, October 7.
5. Full expenses for Arthur Howland to attend a meeting of the Federal Land Bank on October 14 in St. Paul, Minnesota. These expenses are to be paid from Extension Funds.
6. Expenses for meals and lodging for Mr. Nevels Pearson and Mr. O. F. Walker in connection with the coaching and supervision of the 4-H Club Dairy Judging Team at the National Dairy Show at Columbus, Ohio, on October 17 and 18.
7. Expenses for meals and lodging for Mr. Karl McDonel to attend the meeting of Extension workers at Purdue University on October 5 and 6--to be paid from Extension funds.
8. Expenses of \$14.10 allowed Miss Lola T. Dudgeon who came by car from Van Wert, Ohio to East Lansing for a personal interview in connection with a position which was open in Home Economics Extension,
9. Automobile mileage for J. M. Moore and maintenance for Mr. Moore and Ray Heydrick to attend a meeting to make plans for the World's Poultry Congress. The meeting was called at Cleveland, Ohio on October 8 and 8.
10. Out-of-state travel for Professor P. S. Lucas to attend the Illinois Dairy Manufacturing Conference at Urbana, Illinois, on November 15, without expense to the College.
11. Transportation expenses for H. E. Haun, Chief of Police, to attend the National Safety Conference on October 10 to October 14 in Chicago.
12. Full expenses for Mr. G. O. Stewart so he might attend the alumni luncheon at Morgantown, West Virginia when the football team played there on October 15.
13. Full expenses for L. R. Schoenmann to attend a meeting of the Northern Lakes States Regional Committee at Madison, Wisconsin, on October 18. This is not a convention but routine College business, Mr. Schoenmann having been appointed by the Governor as chairman of the Michigan delegation. Expenses are to be paid from Conservation Institute funds.
14. Approval of expenses of \$50.90 for a trip to Chicago made by C. W. Bachman on September 30 and October 1 to interview high school students, have a conference with C. R. Marr on blocking dummies, talk over station WGN, and witness the All-Star Washington football game.
15. Day coach fare from Lansing to Cincinnati and first class railway fare and pullman from Cincinnati to Lansing for Lloyd H. Geil so that he might attend an annual conference of the Associated Collegiate Press on November 3, 4 and 5 in Cincinnati, Ohio.



PRESIDENT'S REPORTSMiscellaneous

1. Approval of an increase of \$400 in the salary of Dr. R. B. Pennell, Assistant in Research in Bacteriology, to meet an offer which he has received from the State Department of Health. Effective October 1, 1938, Dr. Pennell's salary is \$2400 per year, payable entirely from Bankhead-Jones Research funds.

Increase in salary Dr. Pennell.

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

SECRETARY'S ITEMS

1. The War Department is sending ten new trucks December 1 that must be housed. The cheapest type of housing is a shed extension of the Cavalry Storage Stables. Bids on this structure have been submitted as follows:

Dorr D. Granger	\$2750
Reniger Const. Co.	2505
Jerome Utley	1980
Spence Brothers	1900
Christman-Lansing Co.	1657

WPA to build Cavalry Storage Stables.

B. & G. to install electric wiring & other services.

The Buildings and Grounds Department estimates wiring and other services at the building at \$350. It is recommended that the Buildings and Grounds Department be authorized to install the services at \$350 and the Secretary authorized to proceed with the building as a part of the large WPA program under a new job number--all materials to be charged to this job number and in no event to exceed \$1600.

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

No action on request of Dir. Gardner for fruit storage.

2. Director Gardner and Dean Anthony request consideration of the item included in the supplementary budget for the construction of fruit storage estimated to cost \$7500.

No action.

Milk house at Kell. Refor. Tract to be repaired.

3. Professor Deters and Dean Anthony request that they be allowed to repair the milk house at the Kellogg Reforestation Tract to make it useable as a shelter for the caretaker. These changes are to be paid for from the Forestry budget.

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

No action on changes requested by Mr. Davenport.

4. Mr. Davenport requests that he be allowed to make certain office and partition changes in the Power House at a cost not to exceed \$300 to be paid for out of funds budgeted to his department.

No action.

Approval of installation of outside fire escape Bot. Bldg.

5. The State Fire Marshall's Office has ordered the installation of a fire escape on the Botany Building. To carry out the recommendations of the Fire Marshall will cost not less than \$1000. It is recommended that we at least install the outside fire escape at once at an estimated cost of \$200.

On motion of Mr. Berkey, seconded by Mr. Brody, it was voted to approve the installation of an outside fire escape at a cost not to exceed \$200.

Approval of appropriation for Boiler project.

6. Report from Mr. Wilkins that there is an overdraft in the Boiler project in the amount of \$21,804, and requesting an appropriation to cover same.

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

Approval of appropriation of \$465 for Project #23

7. Report from Mr. Wilkins on the overdraft in Project #23 (Miscellaneous) in the amount of \$465 for the purchase of 100 arm chairs.

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

No action on request for appropriation of \$900 for labor & materials tanbark.

8. Request of Colonel Griffith and Mr. Davenport for an appropriation of \$900.00 for labor and materials to replace the tanbark in Demonstration Hall shavings and sawdust.

No action.

Toilets for men & for women to be installed Engr. shops.

9. Recommendation from Dean Dirks and Mr. Davenport for the installation of toilets for men and for women in the Engineering Shops to be available for the use of those using classrooms in that building--estimated cost not to exceed \$500.00.

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

Pres. Sec. & Dean Dirks authorized to engage Claud Erickson to make survey of Power Plant needs.

10. Recommendation from Dean Dirks that the President and Secretary be authorized to engage, if possible, Mr. Claud Erickson of the Lansing Board of Water and Light to conduct a survey of our Power Plant needs and make recommendations.

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

SECRETARY'S ITEMS, continued

- Report of Dean Dirks Sewage Disposal Plant.
11. Report from Dean Dirks as chairman of the special committee investigating the percentage of the cost of the sewage disposal plant that should be borne by the College. The report indicated that approximately one-half of the sewage of the community was contributed by the College and recommended the payment of 40% of the cost of construction and operation of the Plant, as requested by the City of East Lansing.

SECRETARY'S ITEMSPWA Items

- Acceptance of offer Gymnasium & Field House.
12. The acceptance of the offer of the PWA grant of \$337,000 covering the construction of the Men's Gymnasium and Field House.

On motion of Mr. Brody, seconded by Mr. Berkey, it was voted to approve the acceptance of the offer for the construction of a Men's Gymnasium and Field House in exact accordance with the offer of the Federal Government on Michigan PWA Project 1737-F.

13. Bids have been received on Michigan PWA Project 1612-F, the Addition to the Veterinary Clinic as follows:

	<u>Bid</u>	<u>Alternate</u>
Dorr Granger	\$153,000	-26,800
F. C. Trier	164,500	-26,500
H. G. Christman-Lansing Co.	165,831	-26,156
Spence Brothers	164,300	-26,700

The total amount of funds available for this project is \$133,000.

On motion of Mr. Berkey, seconded by Mr. Downing, it was voted to approve the acceptance of the low bid as submitted by Dorr Granger with the alternate (at \$126,200).

- Location of Field House approved.
14. Consideration of the definite location of the Field House.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the location as recommended by Mr. Phillips.

- Location of Auditorium approved.
15. Consideration of definite location for the Auditorium.

On motion of Mr. Brody, seconded by Mr. Downing, it was voted to approve the site for the auditorium as selected by Mr. Phillips.

- Location of Women's Dorm approved.
16. Consideration of definite location of the Women's Dormitory. Excavation bids will be opened the 24th. Construction must be started October 26. The approved specifications provide for the location in accordance with Mr. Phillips's recommendations across from the Union Memorial Building.

On motion of Mr. Berkey, seconded by Mr. Halstead, it was voted to approve the location for the Women's Dormitory as selected by Mr. Phillips.

On motion of Mr. Dowling, seconded by Mr. Halstead, it was voted to authorize President Shaw, Mr. Brody and Secretary Hannah to accept the lowest excavation bid.

- PWA application made for construction of Music Building.
17. A tentative application for a PWA grant for the construction of a Music Building has been filed with the PWA. The total estimated cost of this building is \$200,000. The college portion is to be financed through music practice fees which now are more than sufficient to refund this loan over 15 years. Authorization for filing this project should be retro-active to September 14.

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

- Resolution borrowing money to provide funds for construction of Gymnasium & Field House.
18. Resolution of the State Board of Agriculture to borrow money to provide funds for the construction, furnishing and equipping of a Men's Gymnasium and Field House.

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

WHEREAS, The State Board of Agriculture desires to construct, furnish and equip a strictly modern building on the campus of Michigan State College of Agriculture and Applied Science, at East Lansing, Michigan, to be used as a gymnasium and field house and to provide facilities needed by the Department of Physical Education and for the development of intramural and intercollegiate sports at said College; and

WHEREAS, it is necessary and expedient that said Board borrow through the issuance and sale of Gymnasium and Field House Bonds the sum of Four Hundred Fifty Thousand (\$450,000.00) to provide funds which when taken together with a Federal Emergency Administration of Public Works grant in the sum of Three Hundred Thirty-seven Thousand Five Hundred Dollars (\$337,500.00) will be sufficient to pay all costs incidental to erecting, furnishing and equipping of said gymnasium and field house; and

WHEREAS, Ann Arbor Trust Company, of Ann Arbor, Michigan, has submitted for the consideration of this Board a Trust Agreement whereby the funds necessary for the purposes above set forth may be borrowed through the issuance and sale of Gymnasium and Field House Bonds hereinbefore mentioned;

SECRETARY'S ITEMS, continued

18. (Continued)

NOW, THEREFORE, BE IT RESOLVED BY THE STATE BOARD OF AGRICULTURE that it borrow the sum of Four Hundred Fifty Thousand Dollars (\$450,000.00) through the issuance and sale of Gymnasium and Field House Bonds in the aggregate principal sum of Four Hundred Fifty Thousand Dollars (\$450,000.00) all to be paid solely from an athletic fee to be charged each student attending said college, as part of his tuition fee, and from such other funds resulting from intercollegiate sports or otherwise which may be available for such purpose.

Resolution borrowing money for Field House.

Said Bonds shall be issued in one series, and shall be designated as "Michigan State College of Agriculture and Applied Science Gymnasium and Field House Bonds".

Said Michigan State College of Agriculture and Applied Science Gymnasium and Field House Bonds shall be dated October 15, 1938, or such later date as shall be approved by the President and Secretary of The State Board of Agriculture and shall consist of four hundred fifty (450) bonds of the denomination of One Thousand Dollars (\$1,000.00) each, numbered one (1) to four hundred fifty (450), both inclusive.

Said Gymnasium and Field House Bonds shall bear interest at the rate of three and one-half per cent ( $3\frac{1}{2}\%$ ) per annum, payable semi-annually on the fifteenth day of April and the fifteenth day of October in each year, and shall mature serially as follows:

April 15, 1940	\$ 8,000.00	October 14, 1949	\$12,000.00
October 15, 1940	9,000.00	April 15, 1950	12,000.00
April 15, 1941	8,000.00	October 15, 1950	12,000.00
October 15, 1941	9,000.00	April 15, 1951	13,000.00
April 15, 1942	9,000.00	October 15, 1951	12,000.00
October 15, 1942	10,000.00	April 15, 1952	13,000.00
April 15, 1943	9,000.00	October 15, 1952	13,000.00
October 15, 1943	10,000.00	April 15, 1953	14,000.00
April 15, 1944	9,000.00	October 15, 1953	13,000.00
October 15, 1944	10,000.00	April 15, 1954	14,000.00
April 15, 1945	10,000.00	October 15, 1954	14,000.00
October 15, 1945	10,000.00	April 15, 1955	14,000.00
April 15, 1946	11,000.00	October 15, 1955	15,000.00
October 15, 1946	11,000.00	April 15, 1956	14,000.00
April 15, 1947	10,000.00	October 15, 1956	15,000.00
October 15, 1947	11,000.00	April 15, 1957	16,000.00
April 15, 1948	11,000.00	October 15, 1957	15,000.00
October 15, 1948	12,000.00	April 15, 1958	16,000.00
April 15, 1949	11,000.00	October 15, 1958	15,000.00

Any and all Gymnasium and Field House Bonds shall be subject to redemption on any interest payment date, and all bonds redeemed prior to the date of maturity shall be redeemable on payment of the face value thereof, together with the amount of all matured interest coupons and a premium of one per cent (1%) of the face value thereof.

BE IT FURTHER RESOLVED that Robert S. Shaw, President of The State Board of Agriculture, and John A. Hammah, its Secretary, be and they are hereby authorized, empowered and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute and enter into the aforementioned Trust Agreement between said Board and the Ann Arbor Trust Company.

BE IT FURTHER RESOLVED that said officers be and they are hereby authorized, empowered and directed, in the name of The State Board of Agriculture and as its corporate act and deed, to execute, sign and countersign the Gymnasium and Field House Bonds hereinbefore provided for, in such manner as is prescribed in the aforementioned Trust Agreement; and to agree to collect, segregate and pledge athletic fee to be collected from each student who shall attend Michigan State College of Agriculture and Applied Science, as part of his tuition fee, beginning with the fall term of the 1939-1940 scholastic year, for the purpose of securing and paying all payments of principal, interest and reserves for depreciation provided for in said Trust Agreement; and to perform all acts and deeds and execute all instruments and documents necessary, expedient and proper in connection with the borrowing of said Four Hundred Fifty Thousand Dollars (\$450,000.00) and the issuance and sale of said Gymnasium and Field House Bonds.

BE IT FURTHER RESOLVED THAT SAID OFFICERS BE AND THEY ARE HEREBY AUTHORIZED and empowered, for and in the name of The State Board of Agriculture, and as its corporate act and deed, to make, consent to and agree to any changes necessary, expedient or proper, prior to or at the time of the execution of said Trust Agreement, but no such amendment shall change the provisions therein for the amount to be borrowed, the interest to be paid thereon, the payments to be required to be made therein, or the security to be set aside and/or pledged. Provided, however, nothing herein contained shall be construed as limiting the right of said officers to alter or change the date of issue of said bonds or date for payment of interest or the dates fixed for payments to the Trustee as provided in said Trust Agreement. Said officers, either in said Trust Agreement or by the issuance of said Gymnasium and Field House Bonds, shall not pledge the credit of or creat any liability on the part of the State of Michigan, The State Board of Agriculture, or of any member or officer of said Board, or any of their successors, except as authorized in said Trust Agreement.

BE IT FURTHER RESOLVED that should it develop that Robert S. Shaw, as President of Michigan State College of Agriculture and Applied Science, through illness, absence or otherwise, should be unable to perform the acts that he is herein authorized, empowered and directed to perform, then, in that case, Charles O. Wilkins, Comptroller of Michigan State College of Agriculture and Applied Science, is hereby authorized, empowered and directed to perform any and all acts and deeds herein authorized and directed to be performed by said



SECRETARY'S ITEMS, continued

## 18. (Continued)

Robert S. Shaw; and any action so taken by said Charles O. Wilkins shall be as binding on The State Board of Agriculture as if performed by said Robert S. Shaw.

BE IT FURTHER RESOLVED that should it develop that John A. Hannah, as Secretary of Michigan State College of Agriculture and Applied Science, through illness, absence or otherwise, should be unable to perform the acts that he is herein authorized, empowered and directed to perform, then, in that case, said Charles O. Wilkins, Comptroller of Michigan State College of Agriculture and Applied Science, is hereby authorized, empowered and directed to perform any and all acts and deeds herein authorized and directed to be performed by said John A. Hannah; and any action so taken by said Charles O. Wilkins shall be as binding on The State Board of Agriculture as if performed by said John A. Hannah.

BE IT FURTHER RESOLVED that The State Board of Agriculture shall, beginning with the fall term of the 1939-1940 scholastic year, as part of the athletic fee to be charged each student attending Michigan State College of Agriculture and Applied Science, as part of his tuition fee, until all Gymnasium and Field House Bonds herein authorized are paid in full, charge and collect a sufficient sum so that there will be available at all times funds collected which will be adequate to meet all payments of principal and interest on said Gymnasium and Field House Bonds herein authorized as said bonds shall mature and said interest shall become payable and to meet all other payments, for reserves or otherwise, to be made to the Trustee as provided for in the Trust Agreement herein referred to.

BE IT FURTHER RESOLVED that as said athletic fee is collected from students, as part of their tuition fee, there shall be segregated and set aside in a special fund a sufficient sum to meet all payments to be made to the Trustee as provided in said Trust Agreement and said sum shall not be used for any other purpose; it being the intention of said Board that the holders of all outstanding Gymnasium and Field House Bonds issued hereunder shall receive the maximum assurance that said bonds and all interest which shall accrue thereon shall be paid when due.

19. Resolution of the State Board of Agriculture authorizing the supplementing of funds in the event the Gymnasium and Field House Building is not constructed.

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

WHEREAS, The State Board of Agriculture, a Constitutional Corporation, desires to borrow the sum of Four Hundred Fifty Thousand Dollars (\$450,000.00) through the issuance and sale of Gymnasium and Field House Bonds to be used together with funds which will be available from a Federal Emergency Administration of Public Works grant, to pay all costs incidental to the erecting, equipping and furnishing of a Gymnasium and Field House on the campus of Michigan State College of Agriculture and Applied Science which is needed to provide facilities for the Department of Physical Education and to the development of intramural and intercollegiate sports of said college; and

WHEREAS, it is contemplated that the Gymnasium and Field House Bonds in the sum of Four Hundred Fifty Thousand Dollars (\$450,000.00) will be sold in advance of the time when actual construction on said gymnasium and field house may be started; and

WHEREAS, this Board desires to assure the purchasers of said bonds that if for any reason said gymnasium and field house shall not be constructed as contemplated, there will be funds available to call and redeem the Gymnasium and Field House Bonds to be issued as hereinbefore contemplated.

NOW, THEREFORE, BE IT RESOLVED that The State Board of Agriculture will, should it develop that for any reason the gymnasium and field house hereinbefore mentioned should not be erected, supplement, out of funds applicable, any funds which shall remain in the hands of the Ann Arbor Trust Company as Trustee under the Trust Agreement providing for the issuance of said Gymnasium and Field House Bonds, with a sufficient sum to provide funds which will be adequate to pay all sums necessary to call and redeem said bonds in accordance with the terms of said Trust Agreement on the first call date.

20. Resolution relative to sale of Bonds on Men's Gymnasium and Field House.

Resolution supplementing funds in case Gym not constructed. On motion of Mr. Prody, seconded by Mr. Berkey, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture has authorized the issuance of Gymnasium and Field House Bonds of the face value of Four Hundred Fifty Thousand Dollars (\$450,000.00) which when sold will provide funds which when taken together with a Federal Emergency Administration of Public Works grant will be sufficient to pay all costs incidental to the constructing, furnishing and equipping on the campus of Michigan State College of Agriculture and Applied Science of a building to be used as a gymnasium and field house to meet the needs of the Department of Physical Education and to provide facilities for the development of intramural and intercollegiate sports;

NOW, THEREFORE, BE IT RESOLVED that Robert S. Shaw, President of The State Board of Agriculture, and John A. Hannah, its Secretary, be and they are hereby authorized to enter into a contract for the sale of said Gymnasium and Field House Bonds of the face value of Four Hundred Fifty Thousand Dollars (\$450,000.00) and to execute, sell and deliver said Gymnasium and Field House Bonds at a price of not less than the face value thereof, plus accrued interest.

SECRETARY'S ITEMS, continued

PWA Items, continued

- 21. Resolution relative to the employment of Ann Arbor Trust Company as Trustee in the financing of the Men's Gymnasium and Field House.

Ann Arbor Trust Co. employed as Trustee in financing Gym & Field House.

On motion of Mr. Downing, seconded by Mr. Halstead, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture has authorized the execution of a Trust Agreement with the Ann Arbor Trust Company, as Trustee, to be dated as of the fifteenth day of October A.D. 1938, incidental to the issuance and sale of Gymnasium and Field House Bonds in order to obtain funds which will be sufficient, when added to funds to be obtained as a Federal Emergency Administration of Public Works grant, to construct, furnish and equip a gymnasium and field house on the campus of Michigan State College of Agriculture and Applied Science;

NOW, THEREFORE, BE IT RESOLVED by The State Board of Agriculture that Robert S. Shaw, President of The State Board of Agriculture, and John A. Hannah, its Secretary, be and they are hereby authorized to execute an Agreement between The State Board of Agriculture and the Ann Arbor Trust Company, a copy of which is hereto attached which fixes the compensation to be paid by said Board to said Trust Company for performing the services to be performed by it under the Trust Agreement this day authorized.

- 22. Resolution approving the setting up of Construction accounts for the Girls' Dormitory, Auditorium, Men's Gymnasium and Field House and the Music Building.

Approval of construction accounts for girls' dorm, auditorium, men's gym & field house and Music Bldg.

On motion of Mr. Brody, seconded by Mr. Jakway, it was voted to approve the following resolution:

WHEREAS, the Federal Emergency Administration of Public Works has certain requirements as to the manner in which deposits or accounts on the part of the State Board of Agriculture in relation to the construction of said buildings shall be carried, requiring among other things that said accounts shall be established in the name of the State Board of Agriculture with such added wording as shall properly designate the purpose for which said accounts or deposits shall be used; and

WHEREAS, the Ann Arbor Trust Company as Trustee under said Trust Agreements will be obligated to retain control of the moneys borrowed by the State Board of Agriculture to be used in connection with paying the costs of constructing, furnishing and equipping the buildings above referred to in order to secure the purchasers of bonds to be issued and to be sold to provide said funds that said funds will be used solely for the purposes for which they are borrowed.

NOW, THEREFORE, BE IT RESOLVED that the Ann Arbor Trust Company, as Trustee for the bondholders who shall purchase bonds to furnish funds for the construction, furnishing and equipping of the buildings above designated, may deposit such funds as may be borrowed for any single project in such bank as it may select providing said bank shall be a member of the Federal Reserve System and providing said selection shall be approved in writing by the President and Secretary of this Board in the following manner, to-wit:

"State Board of Agriculture Michigan P.W.A. Docket  
(Give number of project)"

or in such other manner as shall be necessary to meet the requirements of the Federal Emergency Administration of Public Works.

BE IT FURTHER RESOLVED that said funds so deposited shall be withdrawn and only withdrawn by checks drawn and signed by C. O. Wilkins, as Treasurer of the State Board of Agriculture or as Comptroller of Michigan State College of Agriculture and Applied Science which are countersigned by Earl H. Cress, Executive Vice President of Ann Arbor Trust Company or Homer L. Heath, its Secretary or L. A. Tappe, its Assistant Treasurer.

- 23. Resolution engaging the Ann Arbor Trust Company as Fiscal Agent to negotiate a loan of \$125,000.00 to be used with the anticipated PWA grant to construct a Music Building on the campus of Michigan State College at a total estimated cost of \$200,000.00 pledging a portion of music practice fees over a fifteen year period.

Res. engaging Ann Arbor Tr. as fiscal agt. to negotiate loan of \$125,000 for Music Bldg.

On motion of Mr. Halstead, seconded by Mr. Brody, it was voted to approve the following resolution:

WHEREAS, The State Board of Agriculture is desirous of obtaining a loan in the sum of not to exceed One Hundred and Twenty-Five Thousand Dollars (\$125,000.00) to be used, together with a Federal Emergency Administration of Public Works grant which is anticipated will be available, to erect, furnish and equip a School of Music on the campus of Michigan State College of Agriculture and Applied Science, at East Lansing, Michigan; and

WHEREAS, said Board desires to employ as its Fiscal Agent the Ann Arbor Trust Company to negotiate said loan, through the issuance and sale of bonds, and to secure all necessary commitments, legal opinions and rulings, and to draft all necessary instruments, etc., necessary and incidental to the obtaining of said loan; and

WHEREAS, said Board and the Ann Arbor Trust Company are desirous of fixing the compensation to be paid to said Trust Company as Fiscal Agent and for performing the services incidental to the negotiation and obtaining of said loan;

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the parties hereto agree as follows:

PWA Items, continued

23. (Continued)

1. The State Board of Agriculture hereby employs and appoints Ann Arbor Trust Company, of Ann Arbor, Michigan, as its Fiscal Agent for the purpose of negotiating a loan in the sum of not to exceed One Hundred and Twenty-Five Thousand Dollars (\$125,000), the proceeds of which are to be used to erect, furnish and equip a School of Music on the campus of said College, and to procure the necessary commitments, legal opinions and rulings, and to draft all necessary instruments, etc., incidental to the obtaining of said loan.

2. It is mutually agreed between the parties hereto that said Trust Company shall not consummate any loan without first obtaining written approval of the terms, executed by Robert S. Shaw, President of Michigan State College of Agriculture and Applied Science, and John A. Hannah, its Secretary.

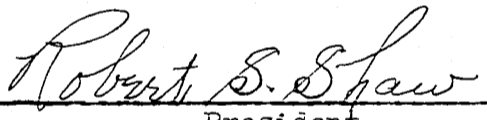
3. The Ann Arbor Trust Company agrees that it will use its best efforts to obtain said loan on the terms most favorable to The State Board of Agriculture, and that it will use its best efforts to perform all services incidental to the obtaining of said loan, securing proper commitments, obtaining necessary legal opinions and rulings, and the drafting of necessary instruments, incidental to the obtaining of said loan.

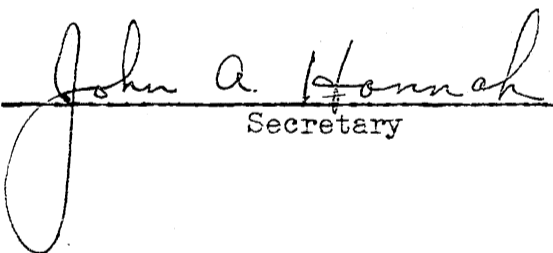
4. It is mutually agreed between the parties hereto that the amount to be borrowed, hereinbefore set forth, shall be subject to change by The State Board of Agriculture; and the amount hereinbefore set forth is so stated in order to provide said Ann Arbor Trust Company with a basis on which to negotiate said loan on terms which may prove satisfactory to The State Board of Agriculture.

5. It is mutually agreed between the parties hereto that The State Board of Agriculture will pay to said Ann Arbor Trust Company, and said Ann Arbor Trust Company will accept as full compensation for its services as Fiscal Agent, a sum equal to two (2%) per cent of the loan accepted by said Board, upon the consummation of the same; and should said Trust Company be unable to obtain said loan on terms satisfactory to The State Board of Agriculture, it will receive no compensation for the services performed.

6. It is mutually agreed between the parties hereto that this agreement may be terminated at any time upon written notice.

IN WITNESS WHEREOF The State Board of Agriculture has caused these presents to be signed by the President of Michigan State College of Agriculture and Applied Science, and attested by its Secretary, and sealed with its seal; and the Ann Arbor Trust Company has caused these presents to be signed by its Executive Vice President, attested by its Secretary, and sealed with its seal, as of the day and year first above written (October 27, 1938).

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

The meeting adjourned at 3 o'clock.