

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, October 23, 1934.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University October 23, 1934, at 10:30 a.m. The members of the Committee present were R. G. Gordon, who was chosen as acting chairman, Judge Stoll being unavoidably absent, Miller Holland and J. B. Andrews. President Frank L. McVey and Secretary D. H. Peak were also present.

1. Minutes Approved.

The Minutes of the meeting of the Executive Committee of July 17, 1934, were approved as published.

2. Financial Report.

The financial report for September was filed and ordered to be recorded in the Minutes. It reads as follows:

EXHIBIT "B"

Statement of Income and Expenditures
Month of September 1934

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year To Date</u>
General Fund Income			
Vocational Education Board	353.32	1,370.98	1,724.30
State Appro. - Back Salaries	71,100.00		71,100.00
State Appro. - Summer School	9,000.00		9,000.00
Special Agri. Appro.	8,240.48		8,240.48
State Appro. - General	92,432.92	13,227.96	105,660.88
Student Fees	388.71	87,951.99	88,340.70
Student Fees - Summer School	39,457.12	288.62	39,745.74
Student Fees - U. H. S.		3,690.00	3,690.00
Student Fees - El. Tr. School		3,130.00	3,130.00
Student Fees - Univ. Exten.	2,080.28	424.60	2,504.88
Miscellaneous Receipts	764.61	1,043.05	1,807.66
Rentals	417.10	198.60	615.70
Men's Dormitories	584.63	5,355.75	5,940.38
Total	<u>224,819.17</u>	<u>116,681.55</u>	<u>341,500.72</u>

Expenditures			
Instruction	83,989.99	63,951.72	147,941.71
Administration, Expense and Maintenance	60,498.41	19,496.07	79,994.48
Additions and Betterments	1,277.24	98.65	1,375.89
Total	<u>145,765.64</u>	<u>83,546.44</u>	<u>229,312.08</u>
Excess of Income over Ex- penditures	<u>79,053.53</u>	<u>33,135.11</u>	<u>112,188.64</u>
 Patterson Hall Income			
Board	10.20	11,267.34	11,277.54
Miscellaneous Receipts	22.50	42.50	65.00
Room Rent - Summer School	1,303.50	11.25	1,314.75
Total	<u>1,336.20</u>	<u>11,321.09</u>	<u>12,657.29</u>
 Expenditures			
Expense	<u>1,696.60</u>	<u>1,392.22</u>	<u>3,088.82</u>
Excess of Income over Ex- penditures	<u>(360.40)</u>	<u>9,928.87</u>	<u>9,568.47</u>
 General Fund Income	226,155.37	128,002.64	354,158.01
General Fund Expenditures	<u>147,462.24</u>	<u>84,938.66</u>	<u>232,400.90</u>
Excess of General Fund In- come over Expenditures	78,693.13	33,063.98	121,757.11
Accounts Payable - liqui- dated	(71,100.00)		(71,100.00)
Excess of Receipts over Ex- penditures for General Ledger accounts	<u>1,177.77</u>	<u>20,076.89</u>	<u>21,254.66</u>
Excess of Receipts over Ex- penditures for fiscal year to date - General Fund	<u>8,770.90</u>	<u>53,140.87</u>	<u>71,911.77</u>
Excess of Receipts over Ex- penditures for the fiscal year to date - General Fund			71,911.77
Cash in Bank July 1, 1934 - General Fund			<u>(4,289.95)</u>
Cash in Bank September 30, 1934 - General Fund			<u>67,621.82</u>
 Experiment Station Income			
Hatch-Federal Appro.	3,750.00		3,750.00
Milk & Butter - Cash Rec.	1,592.40	651.94	2,244.34
Beef Cattle Sales	142.56	94.00	236.56
Dairy Cattle Sales	162.25	100.00	262.25
Sheep Sales	61.11		61.11
Swine Sales	24.97		24.97
Poultry Sales	203.00	176.17	379.17
Farm Produce Sales	151.26	125.90	277.16

Horticultural Sales	148.55	27.25	175.80
Seed Test	647.80	101.75	749.55
Seed Inspection	2,031.37	780.10	2,811.47
Rentals	2,288.34	144.67	2,433.01
Miscellaneous	1,075.51	(323.87)	751.64
Fertilizer - Fees	469.75	2,487.50	2,957.25
Public Service - State Ap.	3,058.34	1,914.96	4,973.30
Public Service - Misc. Rec.		5.00	5.00
Feeding Stuffs - Fees	5,312.15	2,108.25	7,420.40
Adams - Federal Appro.	3,750.00		3,750.00
Serum - Sales	66.97	106.56	173.53
Serum - Virus Sales	6.00	6.00	12.00
Serum - Supply Sales	12.25	25.00	37.25
State Appropriation	9,130.93	1,005.37	10,136.30
Creamery License Fees	6,006.55	102.00	6,108.55
Creamery - Testers License	1,723.02	78.00	1,801.02
Creamery - Glassware Tested	155.44	24.10	179.54
Robinson - State Appro.	1,247.16	795.84	2,043.00
Robinson - Misc. Receipts	1,426.54	141.13	1,567.67
West Ky. - State Appro.	1,848.32	1,731.80	3,580.12
West Ky. - Misc. Receipts	1,506.88		1,506.88
Purnell - Federal Appro.	15,000.00		15,000.00
Nursery Inspection - State Appro.	150.00	150.00	300.00
Nursery Inspection - Fees	352.42	335.00	687.42
Blood Test	20.75		20.75
Total	<u>63,522.59</u>	<u>12,894.42</u>	<u>76,417.01</u>
Expenditures			
Expense	<u>41,287.02</u>	<u>22,228.35</u>	<u>63,515.37</u>
Excess of Income over Ex- penditures	22,235.57	(9,333.93)	12,901.64
Excess of Expend. over Re- ceipts for General Ledger Accounts	<u>(20,194.59)</u>	<u>(1,478.42)</u>	<u>(21,673.01)</u>
Excess of Expenditures over Receipts	<u>2,040.98</u>	<u>(10,812.35)</u>	<u>(8,771.37)</u>
Excess of Expenditures over Receipts for the fiscal year to date - Experiment Station			(8,771.37)
Cash in Bank July 1, 1934 - Ex- periment Station			<u>13,586.85</u>
Cash in Bank September 30, 1934 - Experiment Station			<u>4,815.48</u>
Extension Division Income			
Federal Smith-Lever	74,154.38		74,154.38
Federal Add. Co-op.	15,500.00		15,500.00
Federal Supplementary	26,545.52		26,545.52
Federal Capper-Ketcham	18,400.49		18,400.49
State Smith-Lever	28,762.29		28,762.29
County and Other	814.06	124.62	938.68
Total	<u>164,176.74</u>	<u>124.62</u>	<u>164,301.36</u>

Expenditures			
Expense	<u>62,068.19</u>	<u>31,986.71</u>	<u>94,054.90</u>
Excess of Income over Ex-			
penditures	<u>202,108.55</u>	<u>(31,862.09)</u>	<u>70,246.46</u>
Excess of Income over Expend-			
itures for the fiscal year			
to date - Extension Div.			70,246.46
Cash in Bank July 1, 1934 -			
Extension Division			(585.04)
Cash in Bank September 30,			
1934 - Extension Division			<u>69,661.42</u>
Trust Fund Income			
Student Loan Fund	97.31	26.40	123.71
Student Notes Paid	260.62	74.70	335.32
Total Receipts	<u>357.93</u>	<u>101.10</u>	<u>459.03</u>
Expenditures			
Expense			
Excess of Receipts over Ex-			
penditures	<u>357.93</u>	<u>101.10</u>	<u>459.03</u>
Excess of Receipts over Ex-			
penditures for the fiscal			
year to date - Trust Fund			459.03
Cash in Bank July 1, 1934 -			
Trust Fund			3,823.72
Cash in Bank September 30, 1934			
- Trust Fund			<u>4,282.75</u>
Summary			
General Fund Income	226,155.37	128,002.64	354,158.01
Experiment Station Inc.	63,522.59	12,894.42	76,417.01
Extension Div. Income	164,176.74	124.62	164,301.36
Trust Fund Income	97.31	26.40	123.71
Total	<u>453,952.01</u>	<u>141,048.08</u>	<u>595,000.09</u>
General Fund Expenditures	147,462.24	84,938.66	232,400.90
Experiment Station Expend.	41,287.02	22,228.35	63,515.37
Extension Div. Expend.	62,068.19	31,986.71	94,054.90
Total	<u>250,817.45</u>	<u>139,153.72</u>	<u>389,971.17</u>
Excess of Income over			
Expend.	203,134.56	1,894.36	205,028.92

5.

Accounts Payable - liquidated	(71,100.00)		(71,100.00)
Excess of Expend. over Receipts for General Ledger accounts	(19,016.82)	18,598.47	(418.35)
Student Loan Fund - Notes	<u>260.62</u>	<u>74.70</u>	<u>335.32</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>113,278.36</u>	<u>20,567.53</u>	<u>133,845.89</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			133,845.89
Cash in Bank and on hand July 1, 1934 - Combined Fund			<u>14,535.58</u>
Cash in Bank and on hand September 30, 1934 - Combined Fund			<u>148,381.47</u>

Abstract of item shown on statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts \$418.35".

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable	2,556.78	
Insurance Paid in Advance	186.47	
Sundry Accounts		<u>2,324.90</u>
	2,743.25	2,324.90
	<u>2,324.90</u>	
	418.35	

3. Report - State Board of Finance.

The Business Agent presented the statements of condition of University accounts as of September 30, 1934, made by State Budget Officer, Nat B. Sewell. The statements were presented in order that the members of the Committee may better understand the methods of accounting and reports. The statements were examined and ordered returned to the Business Office records.

4. Investment of Student Loan Fund.

The investment of Student Loan Fund as reported by the Business Agent was approved, the report being as follows:

Following the orders of the Executive Committee at meeting of June 30, 1934, I invested, on October 2, 1934, \$4,162.22 of the Student Loan Fund in a State Warrant. The warrant was one issued to the University of Kentucky on Agricultural Appropriation, the face value being \$4,162.22 and one-half per cent premium, \$30.98. The investment was made after consultation with President McVey and Dean Jones.

(Signed) D. H. Peak
Business Agent

October 23, 1934.

5. Sale of State Warrants.

The sale of State Warrants, dated September 29, 1934, as reported by the Business Agent was approved, the report being as follows:

SALE OF STATE WARRANTS

	Face	Rate	Amount	Interest	Total
Extension Div.	13,995.61	100 3/4	13,995.61	9.72	14,005.33
Experiment Sta. 50 M Appro.	4,646.91	101	4,693.38	2.58	4,695.96
Agri. Appro.	4,131.24	100 1/2	4,162.22	0	4,162.22
General Appro.	64,834.64	100	64,834.64	108.06	64,942.70

October 23, 1934

(Signed) D. H. Peak
Business Agent

6. Payment of City of Madisonville Bond - Brent Fund.

The Business Agent filed the following letter from D. W. Gatlin, treasurer of the City of Madisonville, Kentucky:

Dear Mr. Peak:

We have your letter of the first inst. having reference to payment of

East Arch Street
From intersection of Main to Daves St.
St. Improvement Bond, Series H for
\$500.00
Due Aug. 1, 1934.

Series G of this bond issue is still outstanding and has not been presented for payment since Feby. last. This bond is due to be retired ahead of Series H.

There is enough money in East Arch Street Sinking Fund to retire one bond, not including interest since Aug. 1, 1934. If you will send your bond to this bank for collection, and Series G is not presented before the arrival of your bond, I will pay your bond to the amount of its face value exclusive of interest thereon since Aug. 1, 1934.

(Signed) D. W. Gatlin
Treasurer City Madisonville,
Ky.

He stated that after consultation with President McVey and W. H. Courtney, President of the First National Bank and Trust Company of Lexington, Kentucky, he sent the bond for collection and the face value thereof was paid and deposited in General Fund Account in First National Bank and Trust Company. No interest was paid, the last coupon thereon dated August 1, 1934, having been paid. Another bond for \$500.00 will mature August 1, 1935. The Business Agent further requested advice and direction as to reinvestment of the fund.

On motion and second the action of the Business Agent was approved, and he was authorized to investigate the question of investment, and by and with the advice and consent of President McVey make investment, if deemed advisable.

8.

7. Liberty Bond Call.

A circular from the Secretary of the United States Treasury as to "Third-called Fourth 4 $\frac{1}{4}$'s" was presented by the Business Agent. It reads in part as follows:

All outstanding Fourth Liberty Loan 4 $\frac{1}{4}$ per cent bonds of 1933-38 (Fourth 4 $\frac{1}{4}$'s) bearing serial numbers the final digit of which is 5, 6, or 7 (such serial numbers in the case of permanent coupon bonds being prefixed by the corresponding distinguishing letter E, F, or G, respectively), are hereby called for redemption on April 15, 1935, on which date interest on such bonds called for redemption will cease.

The bonds held as investment of the Peabody Fund are numbers 52484-5-6-7, for \$10,000.00 each. Therefore, it seems that the last three have been called for redemption April 15, 1935. Consideration of the questions arising in the matter was deferred to a later meeting of the Committee.

8. Sales Tax.

The Business Agent presented the following notice from the Auditor of Public Accounts in regard to payment of Sales Tax:

TO ALL STATE DEPARTMENTS

Greetings:

It is our conclusion that it was not the intention of the Legislature, in passing the Gross Receipts Tax Law at the 1934 Special Session, to impose this tax upon commodities purchased by the Commonwealth for the use and benefit of its various departments and activities.

You are therefore informed that we shall not approve for payment the sales tax on any articles purchased by the Commonwealth in the operation of its many departments, boards, commissions, etc.

(Signed) J. Dan Talbott
Auditor of Public Accounts

He stated further that he had referred the question to the State Tax Commission and the Attorney General. Their answers are set forth in following copies of letters:

Mr. D. H. Peak, Business Agent
University of Kentucky,
Lexington, Ky.

October 9, 1934

Dear Sir:

Regardless of the statement issued by the Auditor of Public Accounts, to the effect that he would not pay any invoices for commodities purchased by the Commonwealth or any of its agencies, upon which the Gross Receipts Tax is included, it is the duty of this Commission to enforce the Gross Receipts Tax Law, as passed by the Legislature, and not upon an opinion issued by the Auditor of Public Accounts.

If you will read section 5 of the Law, a copy of which is enclosed, it clearly states that the tax upon charitable and educational institutions is exempt only when these institutions are engaged in activities made taxable by the act. Our construction of this section is that you are exempt from the tax upon the sale of articles, etc., and upon amusements furnished by your institution where a fee is charged, but not upon any purchases which you make.

STATE TAX COMMISSION

(Signed) Pat Sullivan
Commissioner

- - - - -

October 3, 1934

Mr. D. H. Peak, Business Agent
University of Kentucky
Lexington, Kentucky

Dear Mr. Peak:

I have your letter of the 1st enclosing copy of a letter from J. Dan Talbott, Auditor of Public Accounts, with reference to the collection of expense accounts containing items of sales tax.

This matter is before Judge Ford in the Franklin Circuit Court in a suit brought to test, among other things, this particular phase of the sales tax. We are looking for a decision in this case almost any day and it will be then taken to the Court of Appeals and an opinion had by that court. Until that time I know of nothing that can be done in this matter, except to proceed against the Auditor by way of mandamus and such a suit would take longer than to get an opinion in the case already filed in court.

(Signed) B. P. Wootton
Attorney General

No action was taken pending the decision in the case in question and further advice from the Board of Finance.

9. Egalite-Wilson Fruit Company Claim.

Attention was called to the Egalite-Wilson Fruit Company claim but no action was taken thereon.

10. Trust, Revolving and Sundry Ledger Accounts.

The Business Agent made the following report:

"TRUST, REVOLVING AND MISCELLANEOUS FUNDS

The University of Kentucky has certain Trust, Revolving and Sundry Ledger accounts reported herein in some detail. They are presented that the Executive Committee may consider the accounting of these funds and accounts to date relative to the application of "The Budget and Financial Control Act of 1934" requiring funds to be covered into the State Treasury.

Federal Funds. Orders in regard to such funds were made at the meetings of the Executive Committee of June 30, 1934; Executive Committee of July 17, 1934;

Board of Trustees of September 18, 1934.

Trust Funds. These may be considered in two classes:

(1) Funds for investment, the income along to be used for purposes designated by the donor. The law under consideration does not contemplate or require that the principal or any part of such funds invested or held for investment shall be covered into the State Treasury.

(2) Funds, the entire amount of which is to be used for the purposes designated in the grant or establishment of the fund.

Division (1) may be further subdivided: (a) funds the income of which is to be used for University purposes and (b) funds the income of which is to be used for special purposes, student welfare, etc., which are in no wise connected with the maintenance, operation, or capital outlay of the University.

The income from funds that is to be used for University purposes (a) should be covered into the State Treasury. There are two funds of this nature, the Peabody fund and the Land Grant fund (although this may be questioned).

The income from funds that is to be used for special purposes, student welfare, etc. (b) should not be covered into the State Treasury. These are in most instances student welfare funds. The following funds are in this class: Waddy fund, Bennett fund, Crum fund, Mathematics fund.

The funds now in division (2) should not be covered into the State Treasury. The following funds are in this class: National Research fund, Patterson Memorial fund, Scholarships, Student Officers' Uniforms, J. B. Sax Lecture Fund, K. E. R. A. student fund, F. E. R. A. Experiment Station fund, Tennessee Valley Authority. (The two last named may also be placed under division 8, "Sundry Ledger Accounts.")

Sundry Ledger Accounts. The accounts of some of the funds named above and of many others are carried in a book known as the Sundry Funds Ledger. This ledger is somewhat like the individual accounts ledger in a bank, the total balance of all the funds therein being carried to the General Ledger. The object of this ledger is to simplify the handling of accounts of the University that are not properly operating, maintenance or capital accounts and to care for the many accounts of organizations and projects for which the Business Office is asked to act as a depository. It is quite probable that all sundry ledger accounts may be considered as not coming within the scope of the law in question with the exception of certain revolving funds. However, it may be well to make further analysis of Sundry Ledger accounts, and, for that purpose, those not already classified are herein set up in divisions numbered from 1 to 8 respectively and are discussed as follows:

1. Student Activities Funds. The funds in this class are Class Dues, Graduate Student accounts, Diploma Fees, Kentuckian, Kentucky Kernel, Lectures, Y. M. C. A., Y. W. C. A., Woman's Self Government Association, Athletic fees and deposits; Grants-in-Aid, Musical Organizations, P. O. boxes. These funds were established for the sole benefit of the students. The Business Office acts merely as a depository, the funds being subject to withdrawal on the order of the organization, or committee in control. Such funds should not be covered into the State Treasury, because of the

exemption of student funds made in the law, and for the further reason that the University has no control of them except that of advice and guidance. Reference is made to the minutes of the Executive Committee of June 30, 1934.

2. Student Deposits. Reference is made to the minutes of the Executive Committee of June 30, 1934. They come within the meaning of student funds exempted by the law requiring funds to be covered into the State Treasury, and are subject to withdrawal on request of the student, conditions allowing withdrawal being complied with.

3. Miscellaneous Student Activities Funds. The funds in this class are: Auto Parking Permits, Band Uniforms, Interscholastic League, Intramural Sports including golf account, Men's Dormitory Special, Community House, Tennis and others of like nature. These accounts are deposited for safekeeping and are subject to withdrawal by the depositor without direct University control, the Business Office acting merely as a depository. They should not be covered into the State Treasury.

4. Faculty and Other Funds. The funds in this class are: International Relations, Group Insurance, Kentucky Cooperative Testing Service, University Club and others. These are subject to control of the organizations making the deposits and are without direct University control, the Business Office acting only as a depository. They should not be covered into the State Treasury.

5. Funds Received and Deposited for Safekeeping, Awaiting Withdrawal. The funds in this class are: Applied Music, Military Clothing shortage, National Colonial Dames, Book Sales. These should not be covered into the State Treasury.

6. Campus Book Store and Caps and Gowns. These two accounts should be considered together as they represent investment accounts that were formerly considered as one, being separated for convenience in accounting. The collections credited to these accounts should be credited until the investment charge is cleared, and therefore should not be covered into the State Treasury.

7. Revolving Funds. The funds in this class are: Dairy Products Revolving, Meat Laboratory Revolving, Cafeteria Revolving. As these are in a sense operating funds, they should be covered into the State Treasury.

8. Experiment Station Funds. These funds are Cream Grading, Poultry Improvement, East Dark Fired Tobacco, West Dark Fired Tobacco, Tennessee Valley Authority, F. E. R. A. (under Public Service) and others. These funds are deposited with the Business Office for the purpose of meeting the expense of the operation of projects named by the depositor. They are not Experiment Station funds in the sense of operation or maintenance, or trust. They should not be covered into the State Treasury..

The entire balance of Sundry Ledger accounts as of June 30, 1934, be held by the University Treasurer and not covered into the State Treasury for the reasons stated above and for the further reason that such balances are subject to charges accruing before June 30, 1934.

All collections made on old accounts accruing before June 30, 1934, to College Division should be deposited to Miscellaneous Sundry Ledger account and held for the discharge of obligations made prior to June 30, 1934."

On motion and second the report was approved. The methods of accounting by the administrative and finance officers of the University of the funds of the University in general and as shown in the above report were approved and they were authorized to continue the present methods of accounting until further orders of the Board of Trustees.

11. Collection of Student Loan Debts and Others by American Credit Bureau.

President McVey reported that an organization known as "The American Credit Bureau", located at Chicago, Illinois, proposes to collect indebtedness due the University of Kentucky on basis of percentage on amount collected. Dean T. T. Jones, the President and the Business Agent were named as a committee to consider further the advisability of contracting with the Agency named, and, if deemed advisable, to act in regard thereto for the collection of such Student Loan Fund indebtedness and other student obligations, making report to the Executive Committee. Consideration of Memorial Building pledges and Greater Kentucky Fund pledges was deferred.

12. Audit of University Accounts.

The question of an audit of University accounts, by an auditing firm selected by the Board of Trustees, that has been deferred from recent meetings of the Board of Trustees and the Executive Committee was again brought up. The members of the Committee considered it not only desirable but also necessary that the system of auditing of University accounts that has been in practice during the administration of President McVey be continued without interruption. On motion and second the following resolution was passed: "The Executive Committee, recognizing that under the operation of the new finance laws of the State the finance officers are required to make a careful and thorough audit of University accounts, and further recognizing that such is being done at present to the entire satisfaction of the Board of Trustees, nevertheless, it appears from all precedents in University accounting in the various state universities that an audit by accountants in no way connected with State or University affairs has been found not only desirable but necessary; therefore, be it resolved that the firm of Peat, Marwick, Mitchell and Company of Chicago be employed to make an audit of the accounts of the University of Kentucky for

the fiscal year ending June 30, 1934. The Business Agent is directed to draw a requisition on the Auditor of Public Accounts for the employment of the said auditing firm, the compensation to be \$600.00.

13. Report of Grants in Aid.

President McVey suggested that a report of the Grants in Aid project will be ready at such time as the Executive Committee sees fit to consider it. The matter was deferred to next meeting of the Executive Committee.

14. Janitors' Wages.

On motion and second it was ordered that the weekly wages of the following named janitors be increased from \$12.00 to \$13.00 beginning October 22, 1934:

Pere Whiting
 Tom West
 Charlie Turner
 John Alcorn
 Turner Hamilton
 Alfred Holmes
 Henry Smalley
 Wilson Tweedy
 Morris Steele
 Jim Arnold
 Silas Dunson
 William Baker
 James Spencer
 Charlie White
 Farmer Manley
 A. C. Childers
 Raymond Johnson
 Clay McClelland
 Austin Thompson
 Charlie Walker
 Elgan Hurt
 Veach Eubanks

This order was made in view of the fact that these wages had been reduced in 1932 to present basis, and that the amount is not adequate to increased cost of living.

15. Dr. Curran Pope Estate.

President McVey presented correspondence with Mr. R. G. Gordon, member of the Executive Committee, who was asked to investigate the will of Dr. Curran Pope, of Louisville, in so far as it

relates to gifts to the University of Kentucky. Mr. Gordon stated that he had consulted Mr. Morton Boyd, President of the United States Trust Company, and further stated that:

If it should appear that there are funds available for the purpose set forth in the will, Mr. Boyd assures me that he will be more than glad to have us meet with him and discuss the matter of constructing a building at the University of Kentucky.

16. Equipment for Observatory.

President McVey presented the following request of Professor H. H. Downing, relating to needs of equipment for the Observatory:

I would like to be allowed to purchase for the Observatory the several articles listed below. They are listed in the order of desirability. The work which I plan to do will require these instruments.

- | | | |
|--|-------|------------|
| 1. Two inch transit instrument. Made by William Gaertner & Co., Chicago | About | \$1,050.00 |
| 2. Sidereal Clock. Made by E. Howard Clock Company | About | 700.00 |
| 3. Solar Eye-piece. Made by Lohman Brothers, Greenville, Ohio | About | 20.00 |
| 4. Radio | About | 50.00 |
| 5. Driving Clock. J. W. Feckner quotes \$340.00 for clock and \$45.00 to \$50.00 for some mechanical work in connection with telescope | About | 400.00 |
| 6. Chronograph. Gaertner quotes \$460.00 for chronograph and \$25.00 for stand. | About | 500.00 |
| 7. Sextant. This may be purchased from Gaertner or from the Eastern Science Supply Company, Boston, Mass. | About | 60.00 |

The above totals nearly \$2,800.00.

The request was ordered inserted in the Minutes and action thereon was deferred, it being suggested that it be considered as soon as it becomes apparent that funds may be available for purchase of the equipment.

17. Radio Extension.

It was proposed that the radio studios be removed to the basement of the Memorial Building. President McVey stated that the cost of preparation of the rooms, equipment, etc., will approximate \$7,000.00. He further stated that the proposed location of the studios seems desirable, but that there may be obstacles other than amount of cost. The question was continued in order that a detailed report of construction, location and costs may be prepared and presented.

18. Central Heating Plant.

President McVey presented a report of Superintendent Crutcher as to cost and advisability of a central heating plant. Mr. Crutcher recommended that a competent engineer be employed to study the problem and design a plant. President McVey was authorized to make inquiries as to an available competent engineer to study the problem, and to report to the Committee.

19. Bath Rooms in Patterson Hall.

President McVey presented the following statement of the Superintendent of Buildings and Grounds:

A close estimate of the total cost for rebuilding the three bath rooms in south wing of Patterson Hall will amount to approximately \$8420.00. This would include such things as vitrified fixtures, built in bath tubs, tile walls and floors with marble partitions, electric wiring and paint. Construction of this class is in line with modern bath room construction and is calculated to last as long as the building itself if properly serviced. The upkeep which is such an expensive thing in the present bath rooms would be practically eliminated in rooms such as I have in mind.

The construction of the three bathrooms was approved at the expenditure of the amount of \$8420.00.

20. Report on Storm Damage.

President McVey filed a report of the Superintendent of Buildings and Grounds as to damage by storm July 16, 1934. Following is the summary of the damage:

October 31, 1934

Mr. D. H. Peak
Business Office

Re: - Storm Damage July 16, 1934.

Dear Mr. Peak:

The following table shows the extent of damage to buildings caused by storm, viz. \$2466.73. Please note the sum \$234.06 previously submitted to insurance companies for damages on April 17. Whatever has been paid should be deducted from \$2466.73.

REPAIR ESTIMATES OF STORM DAMAGE

<u>Buildings</u>	<u>Damage as of 7/16/34</u>	<u>Damage as of 4/17/34 - Deductible</u>
Administration Bldg.	\$ 1071.12	
Barker Hall	231.95	
Service Building	120.87	
Alumni Gymnasium (Awning 30.80)	38.87	
Patterson Hall	28.53	
Science Building	43.28	
Norwood Hall	43.08	
Mechanical Hall	190.48	61.82
Civil and Physics Building	9.18	
Frazer Hall	28.16	
Boyd Hall	26.75	
Training School Building	35.01	
McVey Hall	16.80	
White Hall	56.42	
Memorial Hall	110.20	24.62
Library	35.25	
Stock Pavilion	30.20	32.83
Old Small Animal House	26.43	
Dairy Products Building	56.20	
Kastle Hall	39.71	23.04
Bradley Hall	123.30	32.83
Breckinridge Hall	15.20	32.14
Kinhead Hall	23.94	26.78
Neville Hall	2.81	
Agriculture Bldg.	47.49	
Mining Laboratory	1.75	
Old Boiler House	13.85	
	<u>\$2,466.73</u>	<u>\$234.06</u>

Note: - Awnings not covered under wind storm policy. Deduction of \$30.80 under Alumni Gymnasium Building.

(Signed) M. J. Crutcher
Superintendent of Buildings
and Grounds

There was tornado insurance on all the buildings named herein with the exception of the Service Building, Old Small Animal House, Old Boiler House. It is in process of collection.

21. Board Committee on Campus.

Mr. Crutcher further reported that 199 trees on the campus were destroyed or injured by the storm. The members of the Executive Committee considered it desirable that a committee of the Board of Trustees be named to advise and recommend care of, planting, and other beautification of the campus. Mr. Louis Hillenmeyer was named as chairman of a committee of two consisting of Mr. Hillenmeyer and Mr. James Park.

22. Report on Telephone Service.

President McVey presented a statement of the Superintendent of Buildings and Grounds on telephone service, which is copied as follows:

My dear President:

Attached to this letter are tally sheets showing number of calls passing through P. B. X. from September 24 to October 12. The averages are as follows:-

8:00-a. m. to 6:00 p. m.

1. Calls per day 2304
2. Calls per hour 230
3. Calls per minute 4
4. Highest number per hour 559
5. Highest number per day 2679

Traffic is so heavy that 8 trunk lines will not carry it all in an efficient manner. A great many complaints are coming in because it is physically impossible to complete all calls as fast as they come in. Busy lines sometimes hold calls up for as long as 15 minutes and cause Miss Swope much embarrassment when irate professors and others speak their minds about the rotten service. Of course, she is in no way to blame but that does not help her any. She is a splendid operator and the University is very fortunate to have her. I think something should be done to make her path a bit easier and at the same time improve service.

To this end, I recommend the installation of two additional trunk lines at a cost of approximately \$96.00 each per annum. I would also suggest that you visit the exchange and personally observe conditions.

The Executive Committee asked for further analysis of the situation.

23. Report on State Fair Exhibit.

President McVey presented report of Elmer G. Sulzer of the State Fair Exhibit. Very favorable comment was made regarding the exhibit and those who took part in it, and the following excerpts were ordered inserted in the Minutes:

I believe the display was very valuable in building good will for the University of the kind that it greatly needs. A large percentage of the 10,000 odd people going through our exhibits were not of the college type, but were nevertheless taxpayers and people with whom the University should have the most friendly relations. These people seemed highly interested in our exhibits and though I kept my ear to the ground I did not hear a dissatisfied murmur or word of criticism from anyone attending the exhibit.

If something of this nature is deemed desirable for next year it would not be too early to start planning on it very shortly because I see commendable ways in which even a finer exhibit could be arranged if the time is available.

24. Bronze Tablets - Policy in Making.

President McVey presented the following communication from Dean Freeman:

I have a request from Mrs. Vernon M. Moore, Regent of the Lexington Chapter of the Daughters of the American Revolution, to design and make a bronze tablet to be placed by the Kentucky Society of this organization on the Blue Licks battlefield burying ground. Also, I have another request from Mrs. Emma Guy Cromwell, Director of the State Parks, to make a similar tablet for the Levi Jackson Wilderness Road State Park.

I think we should make it a general policy to avoid competition with individuals and business concerns, especially when they are located and are paying taxes in our own State. I believe, however, there should be no objection to accommodating state-supported agencies such as the State Park Commission, and patriotic and philanthropic organizations such as the Daughters of the American Revolution, so long as it can be done without interfering with our instructional processes and a fair price is charged for materials and labor. This is the same policy we are following with regard to service and materials furnished other departments in the University, as outlined in my letter to you of July 19 and approved in your reply of July 20.

On motion and second the making of the tablets named in the above communication was approved, and it was recommended that in acting on requests to make tablets each case should be considered on its merits.

25. Publications -- Department of Anthropology and Archaeology.

President McVey presented the following request of Professor W. S. Webb of the Department of Anthropology and Archaeology:

In 1928 the Department of Anthropology and Archaeology began the publication of bulletins covering field explorations undertaken by it. These bulletins were published from time to time until June 1931, a total number of six having been issued. Together, these six bulletins constituted the first volume of Reports in Archaeology and Anthropology.

Since 1931 there has been completed an archaeological survey of the state, the report of which constitutes Volume II of this series of publications. It was approved by the Committee on University Publications more than a year ago, but it has not been published because of lack of funds. Since that time, the department has prepared two additional manuscripts and a third is now in process of preparation. Prior to 1931, the department had attracted some attention because of the character and number of its research bulletins. Because of the work done, it received aid from the Smithsonian Institution and two separate grants from the National Research Council. It is much to be desired that the publication of these bulletins should continue, not only because of the benefit to the science which accrues from the widest publicity of information, but also because such publications reflect credit upon the department and increase its prestige among other similar agencies.

The manuscript of the archaeological survey of the state is of such a nature that it is estimated that \$1000 or more will be required for its publication. Our present budget has an allotment of \$500, which we would like to use in this way. Since this sum is insufficient, and since this manuscript is the most urgent, we are requesting that, if possible, additional funds be supplied, sufficient to bring out this second volume of Reports in Archaeology and Anthropology.

On motion and second the printing of the publication was approved, and requisition was ordered drawn to that effect.

26. Meeting of Association of Governing Boards.

President McVey presented a letter from D.W. Springer, Secretary of the Association of Governing Boards of State Universities and Allied Institutions in regard to holding the annual meeting of the Association at the University of Kentucky in the fall of 1935 or that of 1936. The members of the Executive Committee considered it not feasible to hold the meeting in 1935, and referred the question of holding it at a later date to the meeting of the Board of Trustees in December, 1934.

27. Military Training -- California Suit.

Correspondence of R. A. Pearson, chairman of the Executive Committee of the Association of Land Grant Colleges and Universities, was presented by President McVey. The correspondence asks the attitude of the University of Kentucky toward joining a group of land grant institutions for representation in a suit in the United States Supreme Court coming from California that involves the question of requiring courses in military education or tactics. It seems that the case has been decided, and consequently no action was taken by the Executive Committee of the University of Kentucky.

28. J. E. Johnson's Letter.

Letters addressed to the Board of Trustees from J. E. Johnson of Cincinnati, Ohio, in which he made statements relative to action of the University in the case of his son, Virgil Johnson, were received and ordered filed. No further action was taken.

29. Budget for Live Stock Judging Team.

The following communication from Dean Cooper was presented; and transfer of budget was ordered:

In the preparation of the College of Agriculture budget for the current year, I did not include the customary item for the livestock judging team. We have allowed a year to intervene since sanding out a team. The men are very anxious to have a team this year and I feel that they should be encouraged.

We have set up in the budget a salary for Mr. Matson whom we have not yet recalled from his temporary leave of absence. There will be available from this \$250.00. I wish to request that we be permitted to set aside this sum for the use of the livestock judging team provided they meet the requirements and specifications which I have set forth to them.

30. Appointments and Other Staff Changes.

Appointments:

D. E. Bayless, temporary appointment as assistant in Farm Management, Experiment Station, effective November 1, 1934, for the remainder of the present fiscal year, salary at the rate of \$1,500 per year on twelve months basis.

S. E. Wrather, temporary appointment as assistant in the Department of Markets and Rural Finance, Experiment Station, effective November 1, 1934, for the remainder of the present fiscal year, salary at the rate of \$2,000 per year on twelve months basis.

Willard N. Hogan, appointment as research assistant in the Bureau of Business Research, College of Commerce, in place of C. M. Stephenson, salary \$44 per month, in addition to \$20 he receives as scholarship, making total of \$64 per month, effective October 16, 1934.

Robert Welch, Joseph Goodson and William Reid appointed as student assistants in Geology.

Miss Reba Harris appointed as Extension teacher in Hygiene in place of Miss Rood, resigned. She is to be paid seventy-five per cent of fees collected in her work.

James B. Holtzclaw and Willard N. Hogan, appointed assistants in the Department of Political Science, payment on hourly basis.

Mrs. Frances Arnold South, voice instructor in the Department of Music, for the year 1934-1935, effective July 1, 1934, salary to come from fees collected.

Mr. Willard B. Waskom, instructor in the Department of Psychology for five months at a salary of \$80 per month, effective at the beginning of the second semester, 1934-1935. This appointment takes the place of Mr. Newbury who is on leave of absence.

Mr. William G. Haag, custodian of Museum of Anthropology and Archaeology, at a salary of \$25 per month, for the period beginning October 1, 1934, and ending May 31, 1935.

Resignations:

H. O. Matson, instructor and field agent in Agricultural Engineering, effective October 11, 1934.

Miss Frances Stallard, home demonstration agent in South Madison and Rockcastle counties, effective September 1, 1934,

Leaves of Absence:

Miss Florence Imlay, field agent in Home Economics, Extension Division, sabbatical leave beginning January 1, 1934, and continuing until June 30, 1935, in order that she may study at the University of Chicago. She will be on one-half pay for five months and one month on full pay allowed as vacation.

Wilbur A. Heinz, assistant professor of Hygiene, granted sabbatical leave for the college year 1935-1936 on one-half pay.

Edward Newbury, granted leave of absence for the second semester of 1934-1935 without pay, with the understanding that he will have the opportunity for renewal of his appointment next year. Mr. Newbury expects to attend Princeton University in order to complete his work there for the doctorate.

W. H. Keller, instructor in Chemistry, granted sabbatical leave on half pay for the year 1935-1936.

Extension Division Appointments and Changes:

George M. Harris, assistant in Markets, to be transferred to the position of field agent in Dairying, Extension Division, effective October 1, 1934. Salary is not to be changed. Transfer was made necessary on account of the resignation of Ted Besh.

Miss Sarah Trumbo, appointed as assistant Home Demonstration Agent in South Madison and Rockcastle counties, effective September 24, 1934, to October 31, 1934, salary to be paid from Federal Capper-Ketcham, \$75.00.

Harry B. Gibson, appointed as assistant County Agent in Owen County, effective October 1, 1934, to June 30, 1935, salary to be paid from Federal Cooperative, \$75.00.

Fred C. Hafer, appointed as assistant County Agent in Kenton County, effective October 1, 1934, salary to be paid from Federal Supplementary, \$75.00 a month.

James J. Rosenberg, appointed as assistant County Agent in Marion County, effective November 1, 1934, salary to be paid from Federal Supplementary, \$75.00 a month.

Substitute Appointments:

Miss Miriam J. Kelley, Home Demonstration Agent of Madison and Southern Rockcastle counties, salary \$133 1/3 per month to be paid as follows: U. S. D. A. \$15; Capper-Ketcham \$105.83 1/3, Berea College, \$12.50.

Carl B. Day, County Agent of Lawrence County, effective August 16, 1934, salary \$135.00 per month to be paid as follows: Additional Cooperative \$118.33 1/3; County \$16.66 2/3.

H. R. Jackson, County Agent, Henderson County, effective October 1, 1934, to September 30, 1935, salary \$216.66 2/3 per month to be paid as follows: Federal Supplementary \$166.66 2/3; County \$50.00.

John Cochran, County Agent, effective September 1, 1934, to July 1, 1935, salary \$150.00 per month to be paid as follows: Federal Supplementary, \$125; County \$25.

R. S. Reed, County Agent in Marshall County, effective October 1, 1934, salary \$150.00 per month to be paid as follows: Federal Supplementary, \$133.33 1/3; County \$16.66 2/3.

E. P. Tichenor, County Agent in Crittenden County, effective October 1, 1934, to September 30, 1935, salary \$166.66 2/3 per month to be paid as follows: Federal Capper-Ketcham \$150; County \$16.66 2/3.

Modification of Appointments:

James B. Williams, County Agent, Fulton County, effective August 15, 1934, to December 31, 1934, salary \$150 per month, to be paid as follows: Federal Capper-Ketcham \$133.33 1/3; Farm Bureau County, \$16.66 2/3.

Jane Elizabeth Dyer, Assistant Home Demonstration Agent, Simpson County, effective October 1, 1934, to December 31, 1934, salary to be paid from Federal Capper-Ketcham \$75.00.

On motion, duly seconded, the Committee adjourned.

D. H. Peak
Secretary of the Board,