

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, March 20, 1933.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University of Kentucky, March 20, 1933, at 10:50 a.m. The members of the Committee present were Judge R. C. Stoll, James Park, Joe B. Andrews, and Judge Robert G. Gordon. 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 January 18, 1933, were approved.

2. Proceedings of Meeting of February 21, 1933, Ratified.

A meeting of the Executive Committee of the Board of Trustees of the University of Kentucky was scheduled for February 21, 1933. The following members (not sufficient in number to make a quorum) were present: James Park, Acting Chairman, and J. B. Andrews; President F. L. McVey and Secretary D. H. Peak. It was decided to proceed with the usual order of business, and the record of the proceedings was prepared under the heading, "Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, February 21, 1933;" which record was submitted to this meeting, and the following action was taken:

The record of the proceedings of the meeting, February 21, 1933, of members of the Executive Committee of the Board of Trustees of the University of Kentucky, is hereby approved and ratified as the action of the Executive Committee of the Board of Trustees of the University of Kentucky, and it is ordered to be recorded in the permanent records of the Minutes of the Executive Committee.

3. Financial Report

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

EXHIBIT "B"Statement of Income and Expenditures
Month of February 1933

| | <u>Previously Reported</u> | <u>Current Month</u> | <u>Fiscal Year To Date</u> |
|---|--------------------------------|--------------------------|------------------------------------|
| General Fund Income | | | |
| Federal Appropriation | 42,750.00 | | 42,750.00 |
| Special Agri. Appro. | 14,115.63 | 3,731.24 | 17,846.87 |
| Vocational Ed. Board | 11,890.78 | 2,909.77 | 14,800.55 |
| Bureau of Mineral and Top. Survey - Misc. Receipts | 696.41 | | 696.41 |
| Bureau of Mineral and Top. Survey - State Appro. | 3,138.92 | 140.60 | 3,279.52 |
| State Tax | 393,960.64 | 65,833.69 | 459,794.33 |
| Int. on Endowment Bonds | 4,322.25 | 4,322.25 | 8,644.50 |
| Int. on Liberty Loan Bonds | 850.00 | | 850.00 |
| Student Fees | 104,251.25 | 71,688.79 | 175,940.04 |
| Student Fees - Sum. Sch. | 14,415.54 | | 14,415.54 |
| Student Fees - U.H.S. | 6,195.80 | 1,080.00 | 7,275.80 |
| Student Fees - El. Tr. Sch. | 5,661.25 | 1,520.00 | 7,181.25 |
| Student Fees - Univ. Exten. | 16,077.47 | 2,520.87 | 18,598.34 |
| Miscellaneous Receipts | 14,888.96 | 526.92 | 15,415.88 |
| Rentals | 1,483.36 | 211.90 | 1,695.26 |
| Men's Dormitories | 6,697.64 | 3,522.05 | 10,219.69 |
| Total | <u>641,395.90</u> | <u>158,008.08</u> | <u>799,403.98</u> |
| Expenditures | | | |
| Instruction | 469,803.65 | 71,437.84 | 541,241.49 |
| Admin. Exp. & Maint. | 157,395.87 | 17,514.63 | 174,910.50 |
| Add. & Betterments | 6,688.98 | 1,026.18 | 7,715.16 |
| Totals | <u>633,888.50</u> | <u>89,978.65</u> | <u>723,867.15</u> |
| Excess of Income over Expenditures | <u>7,507.40</u> | <u>68,029.43</u> | <u>75,536.83</u> |
| Patterson Hall Income | | | |
| Board | 20,295.36 | 8,224.90 | 28,520.26 |
| Miscellaneous Receipts | 125.24 | 47.40 | 172.64 |
| Room Rent - Sum. Sch. | 1,261.50 | | 1,261.50 |
| Total | <u>21,682.10</u> | <u>8,272.30</u> | <u>29,954.40</u> |
| Expenditures | | | |
| Expense | 17,139.80 | 3,332.64 | 20,472.44 |
| Additions and Better. Total | <u>2,080.12</u> | | <u>2,080.12</u> |
| Excess of Income over Expenditures | <u>19,219.92</u> | <u>3,332.64</u> | <u>22,552.56</u> |
| Excess of Income over Expenditures | <u>2,462.18</u> | <u>4,939.66</u> | <u>7,401.84</u> |

| | | | |
|--|-------------------|-------------------|--------------------|
| General Fund Income | 663,078.00 | 166,280.38 | 829,358.38 |
| General Fund Expenditures | <u>653,108.42</u> | <u>93,311.29</u> | <u>746,419.71</u> |
| Excess of General Fund In- come over Expenditures | 9,969.58 | 72,969.09 | 82,938.67 |
| Accounts Payable liqui- dated | (3,980.09) | (19.00) | (3,999.09) |
| Excess of Receipts over Ex- penditures for General Ledger accounts | <u>10,668.49</u> | <u>(4,475.25)</u> | <u>6,193.24</u> |
| Excess of Receipts over Ex- penditures fiscal year to date - General Fund | <u>16,657.98</u> | <u>68,474.84</u> | <u>85,132.82</u> |
| Excess of Receipts over Ex- penditures for the fiscal year to date - General Fund | | | 85,132.82 |
| Cash in Bank July 1, 1932 - General Fund | | | <u>(12,274.36)</u> |
| Cash in Bank February 28, 1933 - General Fund | | | <u>72,858.46</u> |
| Experiment Station Income | | | |
| Hatch - Federal Appro. | 11,250.00 | | 11,250.00 |
| Milk and Butter - Cash Rec. | 5,488.93 | 779.40 | 6,268.33 |
| Dairy Cattle Sales | 262.27 | 22.00 | 284.27 |
| Sheep Sales | 397.17 | | 397.17 |
| Swine Sales | 254.05 | 20.00 | 274.05 |
| Poultry Sales | 1,093.42 | 484.96 | 1,578.38 |
| Farm Produce Sales | 1,113.53 | 367.34 | 1,480.87 |
| Horticultural Sales | 299.32 | | 299.32 |
| Seed Test | 345.25 | 58.89 | 404.14 |
| Seed Inspection | 7,005.58 | 3,287.17 | 10,292.75 |
| Rentals | 2,987.69 | 144.67 | 3,132.36 |
| Miscellaneous | 561.12 | 22.55 | 583.67 |
| Fertilizer - Fees | 4,527.50 | 1,786.00 | 6,313.50 |
| Public Service - State Ap. | 10,242.69 | 1,833.33 | 12,076.02 |
| Public Service - Misc. Rec. | 8.14 | 5.00 | 13.14 |
| Feeding Stuffs - Fees | 17,876.31 | 3,133.25 | 21,009.56 |
| Adams - Federal Appro. | 11,250.00 | | 11,250.00 |
| Serum - Sales | 951.77 | 82.50 | 1,034.27 |
| Serum - Virus Sales | 54.12 | 8.70 | 62.82 |
| Serum - Supply Sales | 94.65 | 9.90 | 104.55 |
| Serum - Miscellaneous Rec. | 60.00 | | 60.00 |
| State Appropriation | 29,332.52 | 4,704.84 | 34,037.36 |
| Creamery - License Fees | 4,445.00 | 45.00 | 4,490.00 |
| Creamery - Testers' Lic. | 1,300.00 | 62.00 | 1,362.00 |
| Creamery - Glassware Tested | 220.24 | 33.75 | 253.99 |

| | | | |
|--------------------------------------|-------------------|--------------------|-------------------|
| Robinson - State Appro. | 5,863.04 | 2,053.96 | 7,917.00 |
| Robinson - Misc. Receipts | 3,366.62 | 77.92 | 3,444.54 |
| West Ky. - State Appro. | 6,846.04 | 1,015.97 | 7,862.01 |
| West Ky. - Misc. Receipts | 2,626.89 | 926.99 | 3,553.88 |
| Purnell - Federal Appro. | 45,000.00 | | 45,000.00 |
| Nursery Inspection - Fees | 1,140.30 | 130.00 | 1,270.30 |
| Blood Test | 681.75 | 46.50 | 728.25 |
| Total | <u>176,945.91</u> | <u>21,142.59</u> | <u>198,088.50</u> |
| Expenditures | | | |
| Expense | 159,914.66 | 20,160.89 | 180,075.55 |
| Additions and Better. | 824.60 | 11.42 | 836.02 |
| Total | <u>160,739.26</u> | <u>20,172.31</u> | <u>180,911.57</u> |
| Excess of Income over Ex- | | | |
| penditures | 16,206.65 | 970.28 | 17,176.93 |
| Excess of Receipts over Ex- | | | |
| penditures for General | | | |
| Ledger accounts | <u>6,917.61</u> | <u>(5,240.86)</u> | <u>1,676.75</u> |
| Excess of Receipts over | | | |
| Expenditures | <u>23,124.26</u> | <u>(4,270.58)</u> | <u>18,853.68</u> |
| Excess of Receipts over Ex- | | | |
| penditures for the fiscal | | | |
| year to date - Experiment | | | |
| Station | | | 18,853.68 |
| Cash in Bank July 1, 1932 - | | | |
| Experiment Station | | | <u>(5,383.43)</u> |
| Cash in Bank February 28, 1933 | | | |
| - Experiment Station | | | <u>13,470.25</u> |
| Extension Division Income | | | |
| Federal Smith-Lever | 148,308.76 | | 148,308.76 |
| Federal Add. Co-op. | 31,000.00 | | 31,000.00 |
| Federal Supplementary | 53,091.04 | | 53,091.04 |
| Federal Capper-Ketcham | 36,800.98 | | 36,800.98 |
| State Smith-Lever | 67,285.77 | 13,080.41 | 80,366.18 |
| State Capper-Ketcham | 302.83 | (302.83) | |
| County and Other | <u>1,760.80</u> | <u>120.76</u> | <u>1,881.56</u> |
| Total | <u>338,550.18</u> | <u>12,898.34</u> | <u>351,448.52</u> |
| Expenditures | | | |
| Expense | <u>213,998.80</u> | <u>31,717.41</u> | <u>245,716.21</u> |
| Excess of Income over | | | |
| Expenditures | <u>124,551.38</u> | <u>(18,819.07)</u> | <u>105,732.31</u> |
| Excess of Income over Ex- | | | |
| penditures for the fiscal | | | |
| year to date - Extension | | | |
| Division | | | 105,732.31 |
| Cash in Bank July 1, 1932 - | | | |
| Extension Division | | | <u>7,737.68</u> |
| Cash in Bank February 28, 1933 - | | | |
| Extension Division | | | <u>113,469.99</u> |

| | | | |
|---|-----------------|---------------|-----------------|
| Trust Fund Income | | | |
| Student Loan Fund | 520.49 | 100.33 | 620.82 |
| Student Notes Paid | <u>1,357.62</u> | <u>375.76</u> | <u>1,733.38</u> |
| Total Receipts | <u>1,678.11</u> | <u>476.09</u> | <u>2,354.20</u> |
| Expenditures | | | |
| Expense | 293.30 | 50.00 | 343.30 |
| Student Notes | <u>1,549.75</u> | <u>433.00</u> | <u>1,982.75</u> |
| Total | <u>1,843.05</u> | <u>483.00</u> | <u>2,326.05</u> |
| Excess of Receipts over Expenditures | <u>35.06</u> | <u>(6.91)</u> | <u>28.15</u> |
| Excess of Receipts over Expenditures for the fiscal year to date - Trust Fund | | | 28.15 |
| Cash in Bank July 1, 1932- Trust Fund | | | <u>1,308.58</u> |
| Cash in Bank February 28, 1933 - Trust Fund | | | <u>1,336.73</u> |

Summary

| | | | |
|---|---------------------|-------------------|---------------------|
| General Fund Income | 663,078.00 | 166,280.38 | 829,358.38 |
| Experiment Station Inc. | 176,945.91 | 21,142.59 | 198,088.50 |
| Extension Div. Income | 338,550.18 | 12,898.34 | 351,448.52 |
| Trust Fund Income | 520.49 | 100.33 | 620.82 |
| Total | <u>1,179,094.58</u> | <u>200,421.64</u> | <u>1,379,516.22</u> |
| General Fund Expend. | 653,108.42 | 93,311.29 | 746,419.71 |
| Experiment Station Exp. | 160,739.26 | 20,172.31 | 180,911.57 |
| Extension Div. Expend. | 213,998.80 | 31,717.41 | 245,716.21 |
| Trust Fund Expenditures | 293.30 | 50.00 | 343.30 |
| Total | <u>1,028,139.78</u> | <u>145,251.01</u> | <u>1,173,390.79</u> |
| Excess of Income over Expenditures | 150,954.80 | 55,170.63 | 206,125.43 |
| Accounts Payable liquidated | (3,980.09) | (19.00) | (3,999.09) |
| Excess of Receipts over Expenditures for General Ledger Accounts | 17,586.10 | (9,716.11) | 7,869.99 |
| Student Loan Fund - Notes | <u>(192.13)</u> | <u>(57.24)</u> | <u>(249.37)</u> |
| Excess of Receipts over Expend. for fiscal year to date - Combined Fund | <u>164,368.68</u> | <u>45,378.28</u> | <u>209,746.96</u> |

6.

| | |
|--|--------------------------|
| Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund | 209,746.96 |
| Cash in Bank and on hand July 1, 1932 - Combined Fund | <u>(6,611.53)</u> |
| Cash in Bank and on hand February 28, 1933 - Combined Fund | <u><u>203,135.43</u></u> |

Abstract of item shown on statement of Income and Expenditures as "Excess of Receipts and Expenditures for General Ledger accounts \$7,869.99"

| | <u>Debit</u> | <u>Credit</u> |
|---------------------------|-----------------|------------------|
| Accounts Receivable | 3,732.87 | |
| Insurance Paid in Advance | 383.01 | |
| Sundry Accounts | | 16,398.87 |
| Surplus | <u>4,413.00</u> | <u>16,398.87</u> |
| | <u>8,528.88</u> | <u>8,528.88</u> |
| | | <u>7,869.99</u> |

4. Audit of Athletic Council Income and Expenditures.

The audit of income and expenditures of the Athletic Council for the year ending December 31, 1932, was received, examined and ordered filed in the President's office.

5. Southeastern Athletic Conference.

President McVey made report of the proceedings of the last meeting of the Southeastern Athletic Conference, stating that a constitution of the organization had been adopted: "Under the rules of the organization, grants of scholarships and aid to students must be handled at each institution by a committee selected from the faculty thereof. Action of the University of Kentucky under the rules of the Conference was referred to President McVey for determination.

6. April Meeting of the Board of Trustees.

President McVey presented tentative budget estimates of income and expenditures for the year 1933-1934 for discussion and study before the final presentation of the budget at the April meeting of the Board of Trustees. He stated that the amount of Federal appropriations is now uncertain due to changes in laws recently enacted by Congress, and that changes in such appropriations may materially affect the amount of income of the University. In view of this state of facts a motion was made and passed by unanimous vote that the April meeting of the Board of Trustees be continued or postponed from April 4, 1933, to a later date to be fixed by President McVey.

7. Authority to Fix Salaries.

Attention was called to section 4636 c 16 relative to the authority of the Board of Trustees to fix salaries of the University staff. It was unanimously agreed that the salaries of summer school staff are fixed and budgeted in accordance with the provisions of the statutes. President McVey was authorized to make the proper budget adjustments in order to bring the allowance for University Extension instruction within the letter of the provisions of the statutes.

8. Purchase of Piano

Motion was made and passed authorizing President McVey to purchase a piano for the Music Department, out of funds collected by that department for instruction in applied music. Selection of instrument, amount and terms of payment are to be arranged by him.

9. Audit of University Business Office.

The annual audit of the accounts of the University Business Office was ordered, and renewal of contract with the auditing firm of Marwick, Mitchell, Peat and Company, of Chicago, was ordered. It was suggested that the Council on Athletics employ the same auditing firm as that employed by the University to make its annual audit.

10. Sun Life Assurance Company's Proposal.

Mr. Mack J. Morgan, representative of the Sun Life Assurance Company, of Canada, presented a form of insurance, designated as Salary Savings Plan. Under this plan the assured requests the employer to deduct from monthly salary the monthly payment of premium and remit the amount to the Sun Life Assurance Company. It was suggested by the members of the Committee that the Business Office may accept from staff members orders to pay such premiums when properly executed.

11. Waddy Bequest.

The Business Agent reported that he has received from R. J. Colbert, Commissioner of the Fayette Circuit Court, a check for \$2161.76, final distribution in the Waddy Estate on account of bequest in the will of Robert B. Waddy to create a scholarship known as the Ann Elizabeth Waddy Alpha Xi Delta Sorority Scholarship. This makes a total of \$2432.21, all of which is on deposit in savings account in the First National Bank and Trust Company of Lexington, Kentucky, in the name of the Treasurer of the University of Kentucky, Robert B. Waddy Fund.

The Treasurer and Business Agent were directed to invest the funds in U. S. Government Bonds, same to be held subject to the orders of the Board of Trustees in administration of the Trust for which the fund was created.

12. Patterson Bequest.

On motion duly seconded and passed the Treasurer and Business Agent were authorized to pay to the Security Trust Company, Executor, the sum of five thousand dollars due the Walter Patterson estate in settlement of covenants assumed in the deed of the Security Trust Company to the University of Kentucky, dated June 30, 1926, recorded in Deed Book No. 237, page 548, Fayette County Clerk's Office, said covenants being set out in a contract between the Security Trust Company and Walter K. Patterson, dated March 16, 1925, recorded in Deed Book No. 232, page 356, aforesaid clerk's office. In said covenant the Security Trust Company agrees to pay the sum of \$5000.00 to the executor and administrator of Walter K. Patterson at the time of his death. This obligation was assumed by the University of Kentucky in the deed referred to above.

At the time of such payment the Treasurer and Business Agent were authorized to receive from the Security Trust, executor of said estate, the sum of \$5000.00, bequeathed to the University of Kentucky in the 16th clause of the will of said Walter K. Patterson, to be held in trust and the income to be administered by the Student Loan Committee of the said University for the use and benefit of needy and worthy students matriculated therein, on the terms and conditions specified in said clause 16 of the will of Walter K.

Patterson, deceased; the said bequest to be held intact and only the accrued interest or income therefrom to be loaned, and the interest or income that accrues from loans of the fund to students shall be added to and augment the endowment fund; said bequest shall forever be known and styled as "The Janet Kennedy Patterson Memorial Student Loan Fund, founded and endowed by Walter Kennedy Patterson in remembrance of his mother."

When such amount of the bequest has been received the President is authorized to enter into agreement with the Student Loan Fund Committee, drafted by Dean A. E. Evans of the College of Law, such agreement to be subject to the approval of the Board of Trustees.

13. Carnegie Library Building Fund.

The Business Agent reported that the Security Trust Company, executor of estate of James Kennedy Patterson, reported that there is a balance of \$39.24 on deposit in the Second National Bank, Lexington, Kentucky, to the account of James K. Patterson, Trustee, Carnegie Building Fund.

It appearing that the balance referred to belongs to the University of Kentucky, the Business Agent was authorized to withdraw it from the Second National Bank and put it in the General Fund account of the University of Kentucky, to be used for the purpose of defraying expense in part for repairs and renewals to the Carnegie Library Building.

14. Gross Sales Tax -- Campus Book Store.

The Campus Book Store manager was asked to make report under the gross sales tax law of the State of Kentucky. There being doubt as to whether or not the Campus Book Store is subject to such tax, it was suggested that the Business Agent take up the question with the Chairman of the State Tax Commission.

15. Smith Hall.

The question of sale or rental of Smith Hall was left to the President for investigation, action and report.

16. Unpaid Salaries, 1931-1932.

The Business Agent presented a letter from the Superintendent of Public Instruction, James H. Richmond, and Auditor, J. Dan Talbott, containing inquiry as to unpaid salaries of 1931-32. He was authorized to communicate with Mr. Richmond and Mr. Talbott and make answer to the inquiry. The Business Agent called at the office of each on the afternoon of the date of this meeting, but they were absent from their offices. Later he drafted and mailed a letter to each of them, with the consent and approval of President McVey. The letter is in words and figures as follows:

March
Twenty-four
1933

Hon. James H. Richmond
Superintendent of Public Instruction
Frankfort, Kentucky

Dear Mr. Richmond:

I presented to President McVey your recent letter and that of Auditor J. Dan Talbott in which inquiry is made concerning unpaid salaries of University of Kentucky employees for the year 1931-1932 and the letters were presented by him to the Executive Committee. We were authorized to present the facts to you and the Auditor.

That such a condition exists is due to the fact that the funds received by the University last year were not sufficient to meet expenditures proposed in the budget. The difference in contemplated income and actual receipts is shown in one item alone; that of inheritance tax. For the year 1930-1931 the University received inheritance taxes amounting to \$534,610.23, while for the year 1931-1932, only \$337,065.01 was received, a difference of \$197,545.22. The unpaid salary account now stands at \$195,230.51, the reduction being due to adjustment made after July 1, 1932, from funds received applicable to the budget of 1931-1932.

No funds for the operation of the University for the year 1932-1933 have been applied to the payment of the 1931-1932 unpaid salaries, because no authority has been given to the business management to make such payment. Full information of the state of financial affairs has been presented to the Board of Trustees from the time it became apparent that a shortage in receipts would exist, and the business management has been guided in its actions wholly by the advice and orders of that body. The regular financial reports have shown the shortage, including the monthly report made to the Auditor and State Inspector and Examiner. The falling off of inheritance tax receipts, due to the Federal Court decision as to tax on stock transfers, and to the rapid decline in stock values, came so late that the Board of Trustees could only make minor adjustments in expenditures.

I am mailing a copy of this letter to Mr. Talbott. President McVey or myself will call on you and Mr. Talbott at an early date. I called at your office and the Auditor's office Monday.

Very truly yours,

D. H. Peak
Business Agent

17. Bureau of Mineral and Topographic Survey Statements Approved.

Statement of salaries for the month of February, 1933, of employees in the Bureau of Mineral and Topographic Survey, and statement of expense in same Bureau were approved. Statements are as follows:

Salaries Payable from Appropriation

| | |
|---------------------|---------|
| Louise Barton | \$30.00 |
| D. M. Young | 100.00 |

(Signed) A. C. McFarlan
Head of Bureau

Expense, Payable from Cash Collections

| | |
|----------------------------------|-------|
| Allen-Harper El. Eng. Corp. | 2.06 |
| McAdams & Morford | 11.00 |
| Petty Cash Acct. | .99 |
| J. S. Poer Co. | 19.15 |
| Petty Cash Acct. | 25.00 |

18. Fire Insurance, Experiment Station.

The renewal of fire insurance policies on Experiment Station buildings was approved as set out in the following recommendation made by Dean Cooper:

The fire insurance policy on the Experiment Station buildings expires March 14 of this year. The premium for one year is \$3361.96; for three years \$7654.28.

I wish to recommend that we be permitted to arrange for the 3-year premium, payment to be made as follows: \$3400 during the present month; \$3400 at the beginning of the next fiscal year; and the balance of \$854.29 some time during the second half of the next fiscal year.

Signed Thomas Cooper
Dean and Director

19. Soil Field at Lone Oak, Discontinued.

The recommendation of Dean Cooper to discontinue the soil field at Lone Oak and deed the land to McCracken County, was approved and Dean Cooper was authorized to have the necessary papers prepared. Copy of the letter of recommendation follows:

Since 1913, the Experiment Station has operated a soil field at Lone Oak. With the limited funds that are now available, we find it desirable to discontinue the work and consequently the expense at that point. The deed given by McCracken County for this property contains a paragraph to the effect that at such time as we fail to operate and maintain the field for two consecutive years, the land conveyed shall revert to McCracken County.

20. Roadway Over Robinson Experiment Sub-Station Lands.

Easement granted Breathitt County over Robinson Experiment Sub-Station land was set out in the record of the proceedings of the Executive Committee of February 21, 1933, and approved herein. Richard C. Stoll, Chairman of the Executive Committee, having executed the instrument on February 11, 1933, the following resolution was passed:

Be it resolved that the action of Richard C. Stoll, Chairman of the Executive Committee of the University of Kentucky, in executing the easement to Breathitt County on February 11, 1933, set out in the record of the proceedings of the Executive Committee of February 21, 1933, is hereby ratified and approved.

21. Appointments and Other Staff Changes.

a. Appointments

H. Phillip Orem, appointed as graduate assistant in Chemistry to fill the vacancy caused by the resignation of Effie Hughes, effective February 1, 1933, allowance \$250.00 for second semester.

b. Continuations

Mrs. Roxie C. Perkins, Home Demonstration Agent, Harlan County, February 1, 1933 to June 30, 1933, salary \$131.66 $\frac{2}{3}$ per month, decrease in salary of \$120.00 per year on account of decrease in county appropriation.

H. J. Hayes, County Agent, Wayne County, February 6, 1933, to June 30, 1933, salary \$191.66 $\frac{2}{3}$ per month, decrease in salary of \$400.00 per year on account of decrease in county appropriation.

R. H. King, County Agent, Carter County, February 1, 1933, to June 30, 1933, salary \$158.33 $\frac{1}{3}$ per month, decrease in salary of \$500.00 per year on account of decrease in county appropriation.

R. H. Lickert, County Agent, Fleming County, February 11, 1933 to June 30, 1933, salary \$191.66 $\frac{2}{3}$ per month, decrease in salary of \$400 per year on account of decrease in county appropriation.

G. C. Routt, County Agent, Graves County, effective March 1, 1933, salary \$185.41 $\frac{2}{3}$ per month, decrease in salary of \$300.00 per year on account of decrease in county appropriation.

C. E. Gabbard, County Agent, Morgan County, March 1, 1933, to June 30, 1933, salary \$133.33 $\frac{1}{3}$ per month, decrease in salary of \$200.00 per year on account of discontinuance of county appropriation.

Harry B. Lane, assistant County Agent, Jefferson County, effective March 1, 1933, salary \$200.00 per month, increase in salary of \$27.75 per month on account of increase in county appropriation.

c. Leave of Absence

Paul H. Clyde, granted leave of absence without pay for the year 1933-1934. He expects to accept an invitation from the government of Japan to spend a year in the Far East for the purpose of studying conditions.

d. Resignations

Effie Hughes, graduate assistant in Chemistry, effective January 31, 1933.

e. Terminations

James A. McDonald, field agent in Marketing, February 28, 1933.

On motion the meeting was adjourned.

D. H. Peak
Secretary, Board of Trustees