

Minutes of the Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, May 8, 1934.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University of Kentucky May 8, 1934, at 10:30 a.m. The members of the Committee present were Judge R. C. Stoll, chairman; James Park and R. 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 March 27, 1934, were approved as published.

2. Financial Report.

The Financial Report for April was received and ordered to be recorded in the Minutes. It reads as follows:

EXHIBIT "B"

Statement of Income and Expenditures
Month of April 1934

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year To Date</u>
General Fund Income			
Federal Appropriation	32,062.50	10,687.50	42,750.00
Vocational Ed. Board	16,377.62		16,377.62
Bureau of Min. & Top. Survey - Misc. Receipts	1,059.47	61.20	1,120.67
State Ap. Bur. Min. & Top. Sur.	2,718.60	390.00	3,106.60
Special Agr. Appro.	25,088.06		25,088.06
State Tax	378,027.44	123,639.99	501,667.43
Int. on Endowment Bonds	8,644.50		8,644.50
Int. on Liberty Loan Bonds	850.00	850.00	1,700.00
Student Fees	179,013.53	3,892.97	182,906.50
Student Fees - Sum. Sch.	37,487.37		37,487.37
Student Fees - U. H. S.	9,890.00	604.75	10,494.75
Student Fees - El. Tr. Sch.	7,959.50	40.00	7,999.50
Student Fees - Un. Ext.	18,524.87	450.60	18,975.47
Miscellaneous Receipts	6,672.18	357.11	7,029.29
Rentals	1,962.50	362.70	2,325.20
Men's Dormitories	11,975.76	754.35	12,730.11
Total	<u>738,311.90</u>	<u>142,091.17</u>	<u>880,403.07</u>

Missing page(s)

Horticultural Sales	1,540.47	2.25	1,542.72
Seed Test	502.28	71.20	573.48
Seed Inspection	11,136.92	4,661.66	15,798.58
Rentals	5,381.99	199.67	5,581.66
Miscellaneous	356.41	126.75	483.16
Fertilizer - Fees	15,502.75	7,999.25	23,502.00
Public Service - State Appro.	14,470.83	3,666.66	18,137.49
Public Service - Misc. Receipts	26.05	85.00	111.05
Feeding Stuffs - Fees	26,315.13	2,805.50	29,120.63
Adams - Federal Appro.	11,250.00	3,750.00	15,000.00
Serum - Sales	795.11	74.35	869.46
Serum - Virus Sales	46.75	8.10	54.85
Serum - Live Stock Sales	200.00		200.00
Serum - Supply Sales	76.48	15.50	91.98
Serum - Misc. Receipts	4.00	1.05	5.05
State Appropriation	35,266.24	10,182.87	45,449.11
Creamery License Fees	6,501.00	73.50	6,574.50
Creamery - Testers' Lic.	2,293.35	134.50	2,427.85
Creamery - Glassware Test.	406.70	30.71	437.41
Robinson - State Appro.	7,987.23	2,714.59	10,701.82
Robinson - Misc. Receipts	1,292.45	157.17	1,449.62
West Ky. - State Appro.	9,618.11	2,981.25	12,599.36
West Ky. - Misc. Receipts	1,465.43	600.81	2,066.24
Purnell - Federal Appro.	45,000.00	15,000.00	60,000.00
Nursery Inspection - Fees	1,205.00	95.00	1,300.00
Blood Test	561.00	73.50	634.50
Total	<u>222,441.69</u>	<u>60,567.81</u>	<u>283,009.50</u>
Expenditures			
Expense	212,001.50	24,133.18	236,134.68
Additions and Better.	2,364.01	105.51	2,469.52
Total	<u>214,365.51</u>	<u>24,238.69</u>	<u>238,604.20</u>
Excess of Income over Expenditures	8,076.18	36,329.12	44,405.30
Excess of Expenditures over Receipts for General Ledger accounts	(19,619.00)	(8,170.89)	(27,789.89)
Excess of Receipts over Expenditures	<u>(11,542.82)</u>	<u>28,158.23</u>	<u>16,615.41</u>
Excess of Receipts over Ex- penditures for the fiscal year to date - Experiment Station			16,615.41
Cash in Bank July 1, 1933 - Experiment Station			<u>16,455.13</u>
Cash in Bank April 30, 1934 - Experiment Station			<u>33,070.54</u>

Extension Division Income			
Federal Smith-Lever	148,308.77		148,308.77
Federal Add. Co-op.	31,000.00		31,000.00
Federal Supplementary	53,091.04		53,091.04
Federal Capper-Ketcham	36,800.97		36,800.97
State Smith-Lever	118,285.29		118,285.29
County and Other	1,516.23	252.68	1,768.91
Total	<u>369,002.30</u>	<u>252.68</u>	<u>389,254.98</u>
Expenditures			
Expense	<u>273,299.40</u>	<u>30,600.70</u>	<u>303,900.10</u>
Excess of Income over Expenditures	115,702.90	(30,348.02)	85,354.88
1932-1933 Federal Smith Lever balance transferred to Current Year's income	(5,163.15)		(5,163.15)
Excess of Receipts over Expenditures	<u>110,539.75</u>	<u>(30,348.02)</u>	<u>80,191.73</u>
Excess of Receipts over Expenditures for the fiscal year to date - Extension Division			80,191.73
Cash in Bank July 1, 1933 - Extension Division			<u>9,064.09</u>
Cash in Bank April 30, 1934 - Extension Division			<u>89,255.82</u>
Trust Fund Income			
Student Loan Fund	633.73	153.40	787.13
Student Notes Paid	1,551.17	175.85	1,727.02
Total Receipts	<u>2,184.90</u>	<u>329.25</u>	<u>2,514.15</u>
Expenditures			
Expense	351.00	38.00	389.00
Student Notes	142.00		142.00
Total	<u>493.00</u>	<u>38.00</u>	<u>531.00</u>
Excess of Receipts over Expenditures	<u>1,691.90</u>	<u>291.25</u>	<u>1,983.15</u>
Excess of Receipts over Expenditures for the fiscal year to date - Trust Fund			1,983.15
Cash in Bank July 1, 1933 - Trust Fund			<u>994.93</u>
Cash in Bank April 30, 1934 - Trust Fund			<u>2,978.08</u>

Summary

General Fund Income	771,483.64	150,701.43	922,185.07
Experiment Station Income	222,441.69	60,567.81	283,009.50
Extension Division Income	389,002.30	252.68	389,254.98
Trust Fund Income	633.73	153.40	787.13
Total	<u>1,383,561.36</u>	<u>211,675.32</u>	<u>1,595,236.68</u>
General Fund Expenditures	775,144.00	90,420.24	865,564.24
Experiment Station Expend.	214,365.51	24,238.69	238,604.20
Extension Division Expend.	273,299.40	30,600.70	303,900.10
Trust Fund Expenditures	351.00	38.00	389.00
Total	<u>1,263,159.91</u>	<u>145,297.63</u>	<u>1,408,457.54</u>
Excess of Income over Expenditures	120,401.45	66,377.69	186,779.14
Accounts Payable liquidated (21,447.30)			(21,447.30)
1932-1933 Federal Smith-Lever balance transferred to Current Year's Income	(5,163.15)		(5,163.15)
Excess of Expenditures over Receipts for General Ledger accounts	47,755.03	(53,891.96)	(6,136.93)
Student Loan Fund - Notes	<u>1,409.17</u>	<u>175.85</u>	<u>1,585.02</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>142,955.20</u>	<u>12,661.58</u>	<u>155,616.78</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			155,616.78
Cash in Bank and on hand July 1, 1933 - Combined Fund			<u>45,185.20</u>
Cash in Bank and on hand April 30, 1934 - Combined Fund			<u>200,801.98</u>

Abstract of item shown on statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts \$6,136.93"

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable	19,781.82	
Insurance Paid in Advance	1,152.12	
Sundry accounts		14,797.01
	<u>20,933.94</u>	<u>14,797.01</u>
	14,797.01	
	<u>6,136.93</u>	

3. Income and Expenditures.

The Business Agent further reported state tax receipts, including May remittance for March collections for the period of July 1, 1933, to April 30, 1934, as follows; inheritance tax \$158,013.92, mill tax \$375,532.73. He also reported estimates of income and expenditures for the remainder of this fiscal year, showing funds on hand sufficient for expenditures due in May and that payment of obligations due in June is dependent on the amount of tax transfers that will be received from State Treasurer for months of May and June.

4. Legislative Matters.

The financial situation for next year and matters pertaining to legislation were discussed and President McVey's course in regard to these was approved.

5. Widening Rose Street.

President McVey reported that an agreement with the City of Lexington in regard to widening Rose Street had not been reached. He was advised and authorized to have further conferences with the city manager, Mr. Paul Morton.

6. University Scene Book.

President McVey suggested that it appears desirable to publish a University scene book, as no such publication has been made for a long time. It was suggested that no funds are now available for payment for such publication, and further consideration of the matter was deferred.

7. Group Insurance - Requirement to Take

At the meeting of the Executive Committee February 21, 1934, President McVey was authorized to prepare a form of letter of employment of new members of the University staff and other employees stating therein the requirement to join the group insurance organization. At the meeting of May 8, 1934, the President suggested the following form of letter of employment:

Mr. -----

My dear Mr. -----

Any person newly employed by the University of Kentucky after July 1, 1934, will be required to join the group insurance organization now in existence at the University. This is a part of the conditions of employment and is done to protect the employee during his employment at the University. The amount of insurance depends on the position and the salary paid. In no case does the insurance amount to more than \$3,000.

Sincerely yours,

Frank L. McVey
President of the University

On motion duly seconded the form was approved, and it was ordered that on and after July 1, 1934, each new employee of the University of Kentucky be required to join the group insurance organization, the monthly premiums to be paid by such employee, the amount to be deducted by the Business Agent from the monthly salary. President McVey was authorized to put the order into effect.

8. Student Loan Fund Report.

President McVey presented a report of Student Loan Fund, made by Dean T. T. Jones. Data presented:

April 30, 1934

President Frank L. McVey
University of Kentucky

Dear President McVey:

Miss Parry has prepared what seems to me a pretty complete report on the Student Loan Fund, and we are submitting it to you.

After an experience of probably a dozen years in connection with this fund I strongly urge that we do not loan again what we can collect of the principal, but that we invest the principal as collected and loan merely the interest thereon. I also urge that the University, if possible, take over the Loan Fund as an integral part of its possessions so that we can apply pressure in

making collections. We have some four or five students graduating in June who are indebted to the Fund.

Very sincerely,

T. T. Jones
Dean of Men

TTJ:B

REPORT OF STUDENT LOAN FUND

May 1, 1933 to May 1, 1934.

Number of Loans - - - - -	17
Of a total value of - - - - -	\$489.50
Number of collections on principal - - - - -	126
Of a total value of - - - - -	\$1,804.57
Total amount of interest collected - - - - -	829.46
Notes outstanding May 1, 1933 - - - - -	\$31,840.79
Notes outstanding May 1, 1934 - - - - -	\$30,604.47
Cash on hand May 1, 1933 - - - - -	173.33
Cash on hand May 1, 1934 - - - - -	2,978.08
Interest from Patterson Memorial - - - - -	110.04
Gifts:	
Faculty and Coaches B. B. Team - - -	\$31.00
Alumni Association - - - - -	32.50

The report was ordered received and the above data were ordered recorded in the Minutes. President McVey was authorized to make such set up of the control of the loan fund as he may deem necessary to make the borrower directly responsible to the University; to make plans for investment of principal of the fund as paid on notes now outstanding and as increased by further donations, etc., and to provide for future loans to be made only from the interest on investments.

9. City Sewers Through University Grounds.

The City of Lexington was granted an easement to construct sewers through the campus from Rose Street to Limestone Street, and through the Training School lot. The resolution passed is in words and figures as follows:

WHEREAS, the City of Lexington desires to construct a storm and sanitary sewer through the property owned by the University of Kentucky that lies between Limestone Street and Rose Street; and the property owned by the University of Kentucky that lies between South Upper Street and the property of the Southern Railway Company and

WHEREAS, the University of Kentucky desires to cooperate with the City of Lexington in this work; and

WHEREAS, said sewer will be beneficial to the property of the said University of Kentucky;

NOW THEREFORE, BE IT RESOLVED, by the Executive Committee of the Board of Trustees of the University of Kentucky, that Richard O. Stoll, Chairman of the Executive Committee of the University of Kentucky, be, and he is hereby authorized and directed for and on behalf of the Board of Trustees of the University of Kentucky, to execute and deliver to the City of Lexington, Kentucky, a conveyance of an easement or right-of-way for the purpose of construction of a storm and sanitary sewer along, through, under, across and upon the following described property:

First Tract: A strip of land twenty feet wide, being 10 feet on each side of a center line beginning at a point in the East property line of Limestone Street, said point being 127 feet from the south property line of Euclid Avenue; thence running in an easterly direction, as shown on right-of-way plat, 1795 feet to a point in the west property line of Rose Street, said point being 604 feet from the south property line of Euclid Avenue.

Second Tract: A strip of land 20 feet wide, being 10 feet on each side of a center line, which center line begins at a point in the right-of-way line of the Southern Railway Company, said point being about 98 feet from the stone monument corner to said Southern Railway Company and Central District Warehousing Corporation right-of-way; thence in an easterly direction about 396 feet to a point in the Central District Warehousing Corporation right-of-way, said point being about 410 feet from said stone monument. The City of Lexington is granted the right to use five feet on each side of and adjoining said strip of land as a temporary easement during the time said sewer or sewers are being constructed, repaired or re-constructed.

The said conveyance to be made upon condition that the City of Lexington, Kentucky, agrees to the following conditions: (The word, City, as used in these conditions means the City of Lexington, Kentucky; the word, Contractor, means the individual or company with which the City of Lexington, Kentucky, contracts to build the sewers; the word, University, means the University of Kentucky.)

1. Campus roadways and sidewalks may be used by contractor during progress of the work, but at no time shall they be blocked so as to interfere with University traffic or ingress or egress of Fire Department apparatus. Said roadways and sidewalks shall be properly maintained and kept in repair. When the work is completed, all sidewalks and roadways used by the contractor in doing said work shall be put in as good condition by the contractor, or by the City, as they were in just prior to the beginning of said work. Where necessary, temporary bridges and culverts shall be erected, or other means provided to accommodate the University traffic.

2. All excess dirt shall be deposited and graded along the site of the sewer or moved to other parts of the campus, not over 3000 feet from the point of excavation, as directed by the University. When work is completed, adjacent lawns which have been injured or molested by the work, shall be graded, sodded or seeded so that same will be in as good condition as before the work commenced.

3. All bridges shall be replaced in as good condition as they are now in and in the event any bridges or culverts are removed, the contractor or the City must make proper provision to accommodate pedestrians, trucks and Fire Department.

4. The City will be allowed to use a reasonable amount of working space on one or both sides of the sewer line. This area, where necessary, shall be enclosed by fence or suitable barricade to prevent encroachment or damage to adjacent lot or trees.

5. If it is impracticable or unnecessary to remove or transplant certain trees falling within the working area, all trees and shrubs thus left standing shall be securely boxed and protected against damage. In the event trees or shrubs are seriously damaged from any cause, they shall be replaced by others by the contractor or by the City free of any cost to the University. Trees to be cut down and destroyed shall be cut into cord wood lengths and removed to the service building by the contractor or by the City.

6. The contractor or the City shall move excavated rock to the service building or deposit them on University campus as directed, within a limit of 3000 feet from point of excavation.

7. The City shall see that contractor keeps premises clean at all times and that no unnecessary rubbish be allowed to accumulate. All lunch papers and debris thrown around by workmen are to be removed or burned daily. Special toilet facilities must be provided by the contractor in accordance with sanitary regulations. Workmen will not be permitted to use the toilet facilities of the University buildings.

8. The contractor and the City shall be liable for all damage to University property, whether or not such liability is specifically set out herein, and the contractor and the City shall be liable to the University for all claims for which the University may become liable for injury to persons or property, arising out of injury or loss that may occur in the course of construction of said sewer.

The above is copy of resolution passed by the Executive Committee of the Board of Trustees of the University of Kentucky at its meeting of May 8, 1934.

Attest:

D. H. Peak, Secretary of the Board of Trustees

Certified copies of this resolution were sent by the Secretary to Judge R. C. Stoll, chairman of the Executive Committee and to Judge Chester Adams, attorney for the City of Lexington.

10. Deaths Reported.

President McVey reported that seven members of the staff of the University, two house mothers and two students have died during this year and that it is proposed that a memorial service be held at 4:00 p. m., May 31, in Memorial Hall. The holding of the memorial service was approved. Following is a list of the names of those who died:

James Blaine Holloway
Professor of Educational Administration

John Born Dicker
Superintendent of Shops

William Arnold Newman
Professor of Railway Surveying and Geodesy

Mrs. Ludlow Petty
House Mother - Sigma Phi Epsilon

Reid Philip Meacham
Assistant Professor of Geology

Alonzo D. Moore
Custodian of Athletic Equipment

Mrs. Mary Steinhart
House Mother - Phi Sigma Kappa

Frederick Paul Anderson
Dean of the College of Engineering

Lyman Chalkley
Professor (Emeritus) of Law

Julia Elizabeth Loving
Senior in the College of Arts and Sciences

George Lee Mahan
Junior in the College of Commerce

11. Greater Kentucky Campaign Fund.

The Business Agent reported that after the last distribution of funds collected on Greater Kentucky Campaign pledges there was a balance of \$91.08. This was held in order to take care of expense, if any, especially that of postage, in event of further efforts to collect pledges. Recently \$30.00 has been collected from B. L. Springer. The total balance is now \$121.08. What disposition of the balance shall be made?

He was directed to hold the balance pending further consideration of renewal of campaign to collect the unpaid pledges.

12. Claims Against the University.

The Business Agent filed a list of claims against the University, the validity of which is uncertain and questioned. He was directed to file the list pending further developments. See appendix.

13. Call for Fourth Liberty Bonds.

The Business Agent reported as follows:

Attached is a notice of call for payment of Fourth Liberty Bonds, sent out by Secretary of the United States Treasury. This call is for bonds, the final digit of which is 8 or 2. The University holds bonds, numbers 52484-85-86-87, hence they are not included in the call.

14. Campus Book Store, Financial Report.

D. H. Peak, chairman of the Book Store Committee, filed the Campus Book Store report for the six months ending December 31, 1933. It was received and ordered incorporated in the Minutes. The report is as follows:

REPORT OF CAMPUS BOOK STORE

FOR LAST HALF OF 1933

SALES

July -----	\$1,773.98
August -----	309.81
September -----	21,314.51
October -----	3,153.22
November -----	2,024.41
December -----	<u>1,207.30</u>
	\$29,783.23

COMMISSION APPLIED

Gross Sales Commission -----	\$ 2,978.32
Exemptions and Deductions	
Law Textbooks -----	31.84
American Library Assoc. -----	5.40
Dr. W. W. Jennings -----	17.56
Prof. M. M. White -----	55.02
Dr. Harry Best -----	8.10
* Inventory Adjustments -----	<u>298.40</u>

	416.32
Net Cash Return to University	<u>\$ 2,562.00</u>

*Itemized account of these adjustments follows.

LOSSES FROM JULY 1, 1933, TO JANUARY 1, 1934

16 - Spanish Readers ----- \$8.00
7 - Tax Books ----- 25.20

Engineering paper Forms A & B \$265.20
\$298.40

(Signed) James Morris, Manager

15. Insectary.

Request of Dean Cooper:

May 8, 1934

President Frank L. McVey
University of Kentucky

Dear President McVey:

For the past two years, we have been greatly in need of a small addition to the insectary for use in research in certain insect problems. I have steadily delayed the matter until conditions seemed more opportune. However, the need has now become imperative and I wish to ask that permission be given for the construction of this addition at a cost of \$435 from Experiment Station funds.

Very truly yours,

Thomas Cooper
Dean and Director.

On motion and second it was ordered that Dean Cooper have the addition to the insectary made according to suggestions set out in his letter and enter into such contracts as may be necessary to carry out the plan.

16. Bureau of Mineral and Topographic Survey - Pay Rolls Approved.

The following pay roll of Bureau of Mineral and Topographic Survey was approved:

David M. Young	1 mo. at	\$32.00	\$32.00
Louise Barton	1 mo. at	70.00	70.00
Mrs. A. C. McFarlan	1 mo.		35.00
Mrs. D. M. Young	1 mo.		35.00
Newell Wilder	60 hrs. at	\$.50	30.00
Robert Welch	10 hrs. at	.40	4.00
			<hr/>
			\$206.00

17. Appointments and Other Staff Changes.

Appointments:

Miss Helen Strickland was appointed critic teacher, College of Education, for one year beginning July 1, 1933, during the leave of absence of Miss Marjorie Leonard, salary \$1650.00 for the year.

Miss Elise Bureau was temporarily employed as clerk in office of the Dean of the College of Engineering; salary \$63.33 a month, less the reserve of five per cent.

Mrs. Robert T. Winfree was temporarily appointed as stenographer in the office of the Superintendent of Buildings and Grounds, the appointment to be terminated at the will of the employer. This was made necessary on account of the illness of Mrs. Laura Shade and the leave of absence granted Mrs. Josephine Turpin. Employment is to begin at once, and compensation is to be at the rate of \$18.00 per week.

Leaves of Absence.

Miss Marjorie Leonard, critic teacher in the College of Education, was granted leave of absence without pay, for the year beginning July 1, 1934.

Professor E. L. Rees, of the department of Mathematics, was granted continuation of leave of absence without pay for year beginning July 1, 1934.

Changes, etc.

Department of Geology

The following recommendations of Dean Paul P. Boyd were approved;

He announces the resignations of Herbert Parker as of April 1, Jack Hirsch as of April 10, and George Wesley as of April 20, and he recommends that Joseph Mills be appointed to succeed Hirsch for two-thirds of April and for May at the rate of \$12.00 a month, and to conduct freshman field trips at a salary of \$10.00 a month for April and May, and he recommends also that additional work be given to David M. Young as follows: For April, Herbert Parker's work at the same salary, \$48.00, and Wesley's work for one-third of the month, salary \$10.00, and for the conduct of freshman field trips, \$10.00. This with his old salary will make him a salary of \$138.00 for April. For May, Mr. Young is to carry the same work for the full month and receive a total salary of \$158.00.

College of Commerce

In the Bureau of Business Research the following recommendations of Dean Wiest were approved;

David McKinney to be given leave of absence, being paid \$15.83 for May and nothing for June. Mr. Stevenson is to return to the Bureau for the months of May and June and should be paid at the rate of \$100 a month during that time. It is understood Mr. Stevenson will work until July 1.

College of Agriculture

The salary of Mr. Todd Green, on recommendation of Dean Cooper, was increased to \$1620.00 a year, effective April 1, 1934.

County Agent Troll Young, effective January 1, 1934, to June 30, 1934, salary fixed at \$175.00 a month, to be paid from funds as follows: U. S. D. A. \$25.00, Federal Supplementary \$108.33-1/3, County \$41.66-2/3; \$500.00 increase in salary is due to county cooperation.

On motion, the meeting adjourned.

D. H. Peak
Secretary, Board of Trustees