

Minutes of the regular monthly meeting of the Executive Committee of the Board of Trustees of the University of Kentucky for Tuesday, February 24, 1931.

The Executive Committee of the Board of Trustees of the University of Kentucky met in the President's Office at the University at 10:30 a. m. Tuesday, February 24, 1931. The following members were present: Judge R. C. Stoll, Mr. Robert G. Gordon, and Mr. James B. Andrews. Meeting with the Committee were President Frank L. McVey and Wellington Patrick, Secretary of the Board.

Adoption of Minutes. The minutes of the Executive Committee for January 21, 1931, were approved as published except as indicated below:

1. Use of Gymnasium. The Minutes of the Executive Committee for January 21, 1931, paragraph 13, page 12 was ordered stricken from the record and the following resolution substituted in its place.

A communication was read by the Board stating that the American Christian Association (if this is its proper name), which was a council of all of the Christian churches in the United States, would be invited to meet at Lexington, Kentucky, beginning June 17th; that the organization was a national and not a local or state organization, and that many people would attend the meeting, and it was also stated that there was no place in the City of Lexington large enough to hold communion services, and the University was requested to permit the use of its gymnasium for holding such communion services on January 21, 1931. After due consideration, the following resolution was adopted:

"WHEREAS, said Association is not local; but is national in its scope, and will bring many strangers from out of the state and throughout the country to the City of Lexington; and,

"WHEREAS, the said American Christian Association has stated to the University that there is no place in the City of Lexington large enough to hold communion services for this large national body, and has requested that the University permit the use of the gymnasium for such purpose on Sunday, June 21, 1931;

"NOW, THEREFORE, BE IT RESOLVED by the Executive Committee of the University of Kentucky that this Association, nation-wide in its scope and in its attendance, is hereby given permission to use the gymnasium at the University for holding communion services on June 21, 1931, or upon such other date thereabout as the President of the University shall designate.

"This permission is given solely because the Association is a national organization, and in no wise shall it be considered as a precedent for holding local or state religious services or gatherings of any kind in said gymnasium."

2. Report of the Business Agent. The report of the Business Agent was read and ordered incorporated in the minutes. The report was as follows:

EXHIBIT "B"

Statement of Income and Expenditures			
Month of January, 1931			
	Previously Reported	Current Month	Fiscal Year To Date
General Fund Income			
Federal Appropriation	42,750.00		42,750.00
Vocational Ed. Bd.		10,822.37	10,822.37
Dairy Bldg. Equip.-St. Appro.	8,268.18		8,268.18
Special Agr. Appro.	26,805.62		26,805.62
State Tax	556,759.10	63,954.02	620,713.12
Interest on Liberty Bonds	850.00		850.00
Interest on Endowment Bonds	4,322.25		4,322.25
Student Fees	78,237.05	533.60	78,770.65
Student Fees - Summer School	42,129.35		42,129.35
Student Fees - U. H. S.	3,957.80	67.00	4,024.80
Student Fees - E. T. S.	5,160.00	1,155.00	6,315.00
Student Fees - Univ. Exten.	10,507.92	1,797.36	12,305.28
Teachers Training Bldg. Equip. St. Appro.	30,000.00		30,000.00
Miscellaneous Receipts	8,259.05	561.13	8,820.18
Service Bldg.- St. Appro.	25,000.00		25,000.00
Rentals	1,533.00	421.00	1,944.00
St. Appro. - Sum. Sch.	10,000.00		10,000.00
Men's Dormitories	13,210.42	119.00	13,329.42
Total	<u>837,739.74</u>	<u>79,430.48</u>	<u>947,170.22</u>
Expenditures			
Instruction	426,598.22	93,328.44	519,926.66
Adm. Exp. and Maintenance	147,092.89	25,235.08	172,327.97
Additions and Betterments	322,499.46	39,222.96	361,722.42
Total	<u>896,190.57</u>	<u>157,786.48</u>	<u>1,053,977.05</u>
Excess of Exp. over Inc.	<u>(28,450.83)</u>	<u>(78,356.00)</u>	<u>(106,806.83)</u>

Patterson Hall Income			
Board	34,436.90	244.00	34,680.90
Miscellaneous Receipts	189.30		189.30
Room Rent - Sum. Sch.	4,417.25	6.00	4,423.25
Total	<u>39,043.45</u>	<u>250.00</u>	<u>39,293.45</u>
Expenditures			
Expense	22,231.33	5,715.91	27,947.24
Additions and Betterments	42.50		42.50
Total	<u>22,273.83</u>	<u>5,715.91</u>	<u>27,989.74</u>
Excess of Inc. over Exp.	<u>16,769.62</u>	<u>(5,465.91)</u>	<u>11,303.71</u>
General Fund Income	906,783.19	79,680.48	986,463.67
General Fund Expenditures	<u>918,464.40</u>	<u>163,502.39</u>	<u>1,081,966.79</u>
Excess of General Fund Expenditures over Income	(11,681.21)	(83,821.91)	(95,503.12)
Excess of Expenditures over Receipts for General Ledger Accounts	<u>(10,899.08)</u>	<u>(6,526.90)</u>	<u>(17,425.98)</u>
Excess of Expenditures over Receipts for the fiscal year to date - General Fund	<u>(22,530.29)</u>	<u>(90,348.81)</u>	<u>(112,929.10)</u>
Excess of Expenditures over Receipts for the fiscal year to date - General Fund			(112,929.10)
Cash in Bank July 1, 1930 - General Fund			(47,020.97)
Cash in Bank January 31, 1931 - General Fund			<u>(159,950.07)</u>
Trust Fund Income			
Student Loan Fund	1,595.01	79.42	1,674.43
Student Notes Paid	2,695.40	692.10	3,387.50
Total Receipts	<u>4,290.41</u>	<u>771.52</u>	<u>5,061.93</u>
Expenditures			
Expense	283.00	47.24	330.24
Student Notes	4,354.50	635.00	4,989.50
Total	<u>4,637.50</u>	<u>682.24</u>	<u>5,319.74</u>
Excess of Expenditures over Receipts	<u>(347.09)</u>	<u>89.28</u>	<u>(257.81)</u>
Excess of Expenditures over Receipts for the fiscal year to date - Trust Fund			(257.81)
Cash in Bank July 1, 1930 - Trust Fund			995.11
Cash in Bank January 31, 1931 - Trust Fund			<u>737.30</u>
Experiment Station Income			
Hatch - Federal Approval	7,500.00	3,750.00	11,250.00
Milk and Butter - Cash Rec.	6,587.50	901.89	7,489.09
Beef Cattle Sales	1,301.60	176.14	1,477.74
Dairy Cattle Sales	211.32	227.60	438.92
Sheep Sales	431.43	100.59	532.02
Swine Sales	202.24	406.29	608.53
Poultry Sales	1,336.86	333.10	1,671.86

Farm Produce Sales	793.51	657.57	1,451.08
Horticultural Sales	182.25		182.25
Seed Tests	31.00	3.00	34.00
Rentals	988.02	2,159.67	3,147.69
Miscellaneous	403.46	187.93	591.39
Fertilizer - Fees	5,776.25	4,496.25	10,272.50
Public Service - St. Appro.	10,999.98		10,999.98
Public Service - Miscel.	15.00	20.00	35.00
Feeding Stuffs - Fees	37,604.90	8,322.90	45,927.80
Adams - Federal Appro.	7,500.00	3,750.00	11,250.00
Serum - Sales	1,160.38	132.12	1,292.50
" - Virus Sales	77.25	7.80	85.05
" - Live Stock Sales		15.00	15.00
" - Supply Sales	63.35	6.10	69.45
" - Miscel. Rec.		.15	.15
State Appropriation	31,345.84		31,345.84
Creamery - License Fees	6,633.00	10.50	6,643.50
" - Testers Licenses	2,156.00	46.00	2,202.00
" - Glassware Tested	327.68	41.82	369.50
Robinson - State Appro.	8,806.95		8,806.95
W. Ky. - State Appro.	9,696.50		9,696.50
Purnell - Federal Appro.	30,000.00	15,000.00	45,000.00
State Appro. Patterson Farm Purchase	25,000.00		25,000.00
Nursery Inspection - St. Appropriation	1,724.75	241.67	1,966.42
Nursery Inspection - Fees	1,185.00	55.00	1,240.00
Apiary Insp. - St. Appro.		91.33	91.33
Cream Grading	3,550.00	1,300.00	4,850.00
Poultry Improvement	1,460.00	730.00	2,190.00
Blood Test	1,057.25	95.50	1,152.75
	<u>203,109.27</u>	<u>43,267.62</u>	<u>249,376.89</u>
Experiment Station Expenditures			
Expense	214,421.54	30,839.63	245,261.17
Additions and Betterments	6,772.45	369.82	7,142.27
Total	<u>221,193.99</u>	<u>31,209.45</u>	<u>252,403.44</u>
Excess of Exp. over Inc.	<u>(15,084.72)</u>	<u>12,058.17</u>	<u>(3,026.55)</u>
Excess of Exp. over Inc. for the fiscal year to date - Experiment Station			(3,026.55)
Cash in Bank July 1, 1930 - Experiment Station			35,191.91
Cash in Bank January 31, 1931 - Experiment Station			<u>32,165.36</u>
Extension Division Income			
Federal Smith-Lever	76,120.35	76,120.65	152,241.30
Federal Additional Co-op.	29,000.00		29,000.00
Federal Supplementary	27,321.28	27,321.20	54,642.56
Federal Capper-Ketcham	18,645.97	18,645.98	37,291.95
State Smith-Lever	71,518.58		71,518.58
State Capper-Ketcham	405.00	67.50	472.50
County and Other	1,390.99	300.40	1,991.39
Total	<u>224,702.47</u>	<u>122,455.81</u>	<u>347,158.28</u>

Expenditures

Expense	<u>195,746.53</u>	<u>34,610.27</u>	<u>230,356.80</u>
Excess of Inc. over Exp.	<u>28,955.94</u>	<u>87,845.54</u>	<u>116,801.48</u>
Excess of Inc. over Exp. for the fiscal year to date - Extension Division			116,801.48
Cash in Bank July 1, 1930 - Extension Division			<u>2,973.18</u>
Cash in Bank January 31, 1931 - Extension Div.			<u>119,774.66</u>

Summary

General Fund Income	906,783.19	79,680.48	986,463.67
Trust Fund Income	1,595.01	79.42	1,674.43
Experiment Station Income	206,109.27	43,267.62	249,376.89
Extension Division Income	<u>224,702.47</u>	<u>122,455.81</u>	<u>347,158.28</u>
Total	<u>1,339,189.94</u>	<u>245,483.33</u>	<u>1,584,673.27</u>
General Fund Expenditures	918,464.40	163,502.39	1,081,966.79
Trust Fund Expenditures	283.00	47.24	330.24
Experiment Station Exp.	221,193.99	31,209.45	252,403.44
Extension Div. Exp.	<u>195,746.53</u>	<u>34,610.27</u>	<u>230,356.80</u>
Total	<u>1,335,687.92</u>	<u>229,369.35</u>	<u>1,565,057.27</u>
Excess of Inc. over Exp.	3,502.02	16,113.98	19,616.00
Excess of Exp. over Rec. for General Ledger Accounts	(10,899.08)	(3,526.90)	(17,425.98)
Student Loan Fund - Notes	<u>(1,359.10)</u>	<u>57.10</u>	<u>(1,302.00)</u>
Excess of Rec. over Exp. for the fiscal year to date - Combined Fund	<u>(9,056.16)</u>	<u>9,644.18</u>	<u>588.02</u>
Excess of Rec. over Exp. for the fiscal year to date - Combined Fund			588.02
Cash in Bank July 1, 1930 - Combined Fund			<u>(5,830.77)</u>
Cash in Bank January 31, 1931 - Combined Fund			<u>(5,272.75)</u>

Abstract of item shown on Statement of
Income and Expenditures as "Excess of
Expenditures over Receipts for General
Ledger Accounts \$17,425.98"

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable		73,946.57
Insurance Paid in Advance	5,929.73	
Sundry Accounts		14,557.18
Notes Payable	<u>100,000.00</u>	
	105,929.73	88,503.75
	<u>88,503.75</u>	
	<u>17,425.98</u>	

6.

3. Insurance on Library Building. The Committee directed that Builders' Risk Insurance in the amount of \$75,000 be carried on the new library building until further ^{action} of the Committee. An order was presented directing the President to take additional insurance at such time as the books are placed in the library.

4. Granting Degrees. On motion duly seconded, the following list of degrees authorized by the University Senate were confirmed.

College of Arts and Sciences

Candidates for the Degree of Bachelor of Arts

Florence Louisa Bickel	Mary Louise Irvine McDowell
Charles Alexander Blaine	Lilliam Combs Meacham
Richard Clinton Brewer	Milburn Verner Mills
William Henderson Dysard	Ruby May Proctor
Julian Nathan Elliott	Edith Mae Rupard
Alice Keys	May Gordon Squires
Gladys Courtney Kirkland	Edith Asa Thomas
Wilford Arie Lancaster	Maud Torian
Percy Haley Landrum	Claude Ivan Walker
Mary Elizabeth Lee	Willis Coleman Wright

Candidates for the Degree of Bachelor of Science

Arthur Paul Davisson
Edward Carroll Hale
William Jacob Karraker
Paul Moore Runyon
Bertram Colvin VanArsdale

College of Agriculture

Candidates for the Degree of Bachelor of Science in
Agriculture

Russell Smith
William Conley Thurmond
Yandal Wrather

Candidates for the Degree of Bachelor of Science in
Home Economics

Marietta Boston Sparks
Elizabeth Woodson Spears

College of Law

Candidates for the Degree of Bachelor of Laws

Richard Beeson Carran
Elmer H. Drake
Gayle Alexander Mohny
Henry Elliott Netherton
Kenton Malone Prichard

College of Education

Candidates for the Degree of Bachelor of Arts in
Education

Bernie Taylor Bogie	Mary Elizabeth Reap
Mildred Allen Cleaver	Marshall Crecelious Sterett
Virginia Rich Ellis	Henry Etta Stone
Martha Belle Hall	Margaret Gardner Thompson
Kathleen Grace Hancock	Nelda Meta Waterman
John Durrett Hungarland	Edith Caldwell Williams
Nettie Belle Perkins	

College of Commerce

Candidates for the Degree of Bachelor of Science in
Commerce

Lawrence Lillard McGinnis
William Leo Polot

Graduate School

Candidates for the Degree of Master of Arts

Mathematics -- James Malcolm Boswell
Education -- Katie Dolton Carpenter
Education -- John Andrew Dotson
Education -- George Homer Hieronymus
Political Science -- James Baylor Holtzclaw
Psychology -- Jessie Frank Irvine
Education -- Olis Cleveland Kintner
French -- Geneva Owen McGuire
Education -- George Thomas Parker
Education -- Eugene Lewis Pearson

Candidates for the Degree of Master of Science

Chemistry -- Forrest Fenton Cleveland

Candidates for the Degree of Civil Engineer

Rowlette Laymon Mays

Candidates for the Degree of Doctor of Philosophy

Education -- Virgil Francis Payne

5. Purchase of Organ. President McVey reported that the organ in Memorial Hall is occupied a good deal of the time by students and that so much demand is being made upon it that the Music Department is requesting the purchase of a small organ for practice work. He indicated that a small organ could be purchased for about \$1,200. The matter was discussed at length, and a motion was made, seconded, referring the matter to the President with power to act.

6. Right-of-Way at Princeton Sub-Station. President McVey reported that the State Highway Department had asked for a right-of-way through University property at the Princeton Sub-station and presented from Dean Cooper a recommendation that a right-of-way be granted and a deed made to the land in question. Motion was made, seconded, and carried authorizing that a deed of conveyance be made, the deed to be signed by the Chairman of the Executive Committee and Secretary of the Board.

7. Construction of Building at Princeton Sub-experiment Station. President McVey reported to the Committee that one of the sub-contractors on the building now being erected at Princeton was Mr. Vickery and that he wished to make an assignment of monies due him to Bass and Company of Paducah, it appearing that Bass and Company had taken over the completion of the contract. The matter was discussed at length; and a motion was made, seconded, and carried that payments be made to Bass and Company when and as money is legally due under the contract to Mr. Vickery, it being understood that the legal papers executed between the two companies shall be acceptable to the University.

8. Insurance on University Buildings. Mr. Scott of the firm of Klair and Scott, Lexington, Kentucky, Insurance Agents for the University, called on the Board and presented a statement regarding the insurance which is now being carried on University buildings. His statement in effect was as follows:

That four years ago the insurance of the University was written for the purpose of avoiding a $12\frac{1}{2}\%$ increase in effect in the State. He stated that under that contract the insurance of the various buildings has one year yet to run. He presented certain recommendations from engineers regarding the rerating of buildings and indicated that by making certain changes which were recommended by the engineers a saving of approximately \$15,000 over a five-year period or \$3,000 a year could be effected. These changes in the various buildings were gone over in some detail. The written report was filed with the Board and referred to the President of the University with the request that he

consider such recommendations as are in his judgment feasible and advisable and report to the Board at its next meeting the probable cost of carrying out the recommendations in full.

9. Removal of Gas Stoves from Buildings. It appearing that gas stoves in the various buildings have not been installed strictly in accordance with the fire under-writers' recommendations and it also appearing that many of these stoves are not used at the present time and in many instances not necessary, a motion was made, seconded, and carried that these stoves be removed from all University buildings whenever they can be removed.

10. Report of Athletic Council. The report of the Athletic Council was presented and ordered made a part of the record. The report was as follows:

COMMENTS UPON THE AUDIT

The books and accounts examined were those in the hands of S. A. Boles, Treasurer of the Athletic Council, as well as records of the University proper, pertaining to student activities and covering funds received and disbursed for the Athletic Council.

CASH:

The cash in bank (\$13,905.47) was verified by obtaining a certificate from the depositary and making reconciliation thereof with the books and accounts by allowing for transit items.

The footings of the cash received and disbursed records were proved for the period under review and all deposits were traced into bank by comparison with bank statements. Disbursements were verified by comparison with cancelled checks and other supporting data.

The cash received from ticket sale for the various Athletic Events was verified by accounting for all unsold tickets. This verification, in respect to football games, was based on statements as to seating capacity for the various events.

The cash received from the sale of programs was found to be in agreement with the book records covering settlements with the various salesmen. We were unable, however, to prove program receipts by accounting for unsold programs because of lack of records in the office as to the disposition of a large number of unsold copies. We were also advised that there had been some laxity in accounting for copies given to coaches and other interested individuals. It is our recommendation that an exact accounting be had of all program sales and that adequate record be kept of any free copies given to advertisers and others.

Your attention is directed to the fact that funds received from the sale of football programs were held in the office until the end of the season, one deposit being made therefor in the month of December. We strongly urge that all funds received by the Council be deposited daily.

Our count of programs on hand at the date of our examination indicated the following:

	Printed	Sold	Returned	On Hand January 23, 1931	Shortage
V. M. I.....	1,000	521	479	397	82
Alabama	5,800	5,154	646	266	380
Virginia.....	2,900	1,176	1,724	1,497	227
W. and L.	3,700	1,988	1,712	1,003	709
Maryville	2,000	705	1,295	1,197	98

NOTES PAYABLE:

In our report covering the six months period ending December 31, 1929, mention was made of the fact that the Council was indebted to the First National Bank and Trust Company in the amount of \$10,000.00 on a note payable. During the period under review a payment of \$2,000.00 was made on the principal of this note, leaving a balance of \$8,000.00 as of December 31, 1930. The principal note is dated September 10, 1930 for a term of six months and bears interest at the rate of six per cent.

GENERAL:

Your attention is directed to the attached statement of cash receipts and disbursements wherein there is shown an expenditure for improvements in the amount of \$15,484.28. This expenditure covered improvements as follows:

Playing field	\$14,778.32
Locker room equipment	438.46
Electric scoring board for basketball	<u>267.50</u>

The major expenditures for playing field improvements represented the acquisition of bleachers, gates and panels, field lighting improvements, walks, etc.

ACCOUNTS RECEIVABLE:

The office records indicate the following amounts as being due to the Athletic Council at December 31, 1930:

O'Shea Knitting Mills	\$ 65.00
Southern R. R.	45.00
Croppers Laundry	45.00
Breech Coal Company	15.00
Dixie Ice Cream Company	45.00
Chicago, Special Alabama Game	10.00
January 29, 1931	<u>\$225.00</u>

CASH RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDING
DECEMBER 31, 1930

<u>BALANCE, JANUARY 1, 1930</u>	\$16,369.81
 <u>RECEIPTS:</u>	
Student activities-less refunds	\$ 24,703.60
Faculty	2,747.75
Football	90,129.63
Football programs	4,038.25
Basketball	8,646.78
Basketball tournament	8,368.00
Baseball	1,072.75
Track	815.00
Golf	359.05
Gridgraph	36.02
<u>TOTAL RECEIPTS</u>	140,916.83
	157,286.64
 <u>DISBURSEMENTS:</u>	
Football (opponents' guarantee and other expense)	\$ 65,152.41
Basketball (opponents' guarantee and other expense)	9,509.77
Basketball tournament	6,168.83
Baseball	3,987.23
Track	3,175.83
Golf	463.00
Tennis	525.76
Rifle	111.75
Telephone and telegraph	323.93
Water	373.49
Doctors and hospital bills	1,085.24
Laundry	638.46
Training Room	743.76
Scouting football	1,002.19
Scouting athletics	346.99
Field expense	1,419.29
Programs	3,168.88
Conference expense	455.37
Labor	599.60
Material	251.67
Publicity	2,241.46
Coupon books	131.35
Audit	89.53
Miscellaneous	170.16
<u>Salaries:</u>	
Secretary	3,949.98
Office	2,050.04
Football coaching staff	12,019.98
Basketball coaching staff	3,500.00
Baseball	1,000.00
Trainer.....	2,700.00
Ground custodian	863.00
Gymnasium custodian	630.00
Publicity	770.00

Notes payable.....	\$ 2,000.00	
Interest	658.65	
Improvements	15,484.28	
<u>TOTAL DISBURSEMENTS</u>		<u>147,761.88</u>
<u>BALANCE, DECEMBER 31, 1930</u>		<u>\$ 9,524.76</u>
<u>ACCOUNTED FOR AS FOLLOWS:</u>		
First National Bank and Trust Company	13,905.47	
Due to University proper	(4,380.71)	<u>\$ 9,524.76</u>

This Exhibit is subject to our Comments Upon the Audit dated January 29, 1931.

11. Water Service at Agriculture Building. Attention was called to the necessity of installing water service at the new Agricultural building now being erected. This will require a six inch main about six hundred feet long and involves the installing of fire hydrants. The estimated cost is \$800. A motion was made, seconded, and carried that the water service be installed.

12. World's Fair at Chicago, 1933. Attention was called to the Committee that the management of the World's Fair at Chicago in 1933 is expecting to make some exhibits of the agricultural progress in the United States. The matter was discussed; and a motion was made, seconded, and carried asking the Director of the Experiment Station to make an estimate of the cost to participate in the national exhibits proposed by the Fair.

13. Candidates for Office. The following resolution regarding members of the faculty who became candidates for public offices was offered, seconded, and adopted unanimously.

It is the sense of the Executive Committee of the University of Kentucky that if any member of the teaching staff, or any person who is employed by the University for any purpose whatsoever, shall become a candidate for any public office, or for the nomination for a public office, except as a member of the county or city Board of Education, he shall, immediately upon becoming a candidate, sever his connection with the University.

14. Industrial Conference. Suggestions were made by President McVey for an industrial conference in the State. The details were discussed, and the matter taken under advisement.

15. Sewer to Library Building. The question of installing a sewer to the Library Building was discussed, and a statement was made by the Superintendent of Buildings and Grounds that the cost of the sewer would be approximately \$1270 including four man-holes and six inch pipe. A motion was made, seconded, and carried that the sewer be installed.

16. Settlement with J. F. Hardyman Company for Library Building. A request from the J. F. Hardyman Company for a settlement from the University of the amount due them by the University was presented to the Committee. Mr. Hardyman stated that he would leave his bond of \$25,000 in the bank until the work was completed. Motion was made, seconded and carried that the matter be referred to the architects for recommendation.

17. Purchase of Lot on Graham Avenue. It was reported to the Committee that a lot at 130 Graham Avenue was for sale and was being offered the University for \$5,000. The Committee expressed the opinion that the price was too high and declined to make the purchase.

18. Leave of Absence for Employees in Public Service Laboratories. The question of leave of absence for the employees in the Public Service Laboratories was brought to the attention of the Committee, and the following resolution was presented, seconded, and adopted.

WHEREAS, employees in the Public Service Laboratories are paid from funds specially appropriated by the Legislature for that purpose, and

WHEREAS, the amount of the appropriation is definitely limited, it is, therefore, the opinion of the Executive Committee that the sabbatical leave of absence for employees in the Public Service Laboratories could not be granted inasmuch as additional funds are not available under the law for employment of persons to carry on the work.

19. Plans for Tobacco Warehouse. Mr. Crutcher submitted detailed plans for the tobacco warehouse. The plans called for offices for the Superintendent of Buildings and Grounds and extra space for the Department of Physical Education. The estimated cost for making the warehouse habitable was \$18,000. Motion was made, seconded, and carried recommending that the changes be authorized subject to such minor changes as the President may desire to make.

20. Appointments, Changes of Status, Increases in Salary, Leaves of Absence, and Resignations. The following list of appointments, changes of status, increases in salary, leaves of absence, and resignations was presented by President McVey and on motion, duly seconded, approved.

Appointment of Miss Neva Burt as assistant in the University Cafeteria at a salary of \$1200 a year.

Appointment of Mr. John G. Campbell as assistant coach in football and other athletic sports for next year. Mr. Campbell is to receive \$3000 a year, which amount will be paid by the Athletic Association.

Appointment of Mrs. Zilpha Foster Bruce, Home Demonstration Agent for Warren County, at a salary of \$200 a month effective February 11 to December 31, 1931.

Continuation of employment of W. J. Ashbrook, County Agent for Butler County, at a salary of \$175 a month effective January 1 to November 30, 1931.

Continuation of employment of R. T. Faulkner, County Agent for Johnson County, at a salary of \$166 $\frac{2}{3}$ a month effective January 1 to June 30, 1931.

Continuation of employment of Miss Christina McCoy, Home Demonstration Agent of Perry County, at a salary of \$150 a month effective February 1, 1931 to January 31, 1932.

Continuation of employment of Miss Irene Piedalue, Home Demonstration Agent of Clark County, at a salary of \$175 a month effective March 1, 1931 to February 28, 1932.

Increase in salary of Mr. Wesley Brooks, field agent in cream grading, from \$1800 to \$2000 a year effective February 1, 1931. Funds for payment of Mr. Brooks' salary are provided by the Louisville Cream Improvement Association.

The Request of Miss Gertrude Wade for the cancellation of the leave of absence granted her for the year 1931-1932 was approved.

Resignation of Mr. R. O. Wilson, Assistant County Agent in Bourbon County, effective February 28, 1931. Mr. Wilson is to receive leave of absence with pay from February 7 to 28 inclusive.

The resignation of Miss Lenore Wilson as instructor in music accepted and Miss Josephine Parker appointed to fill out the remainder of the semester at \$200 a month.

Discontinuation of the services of Mr. James McDonald, Field Agent in Markets, after February 28, 1931. The tobacco market quotation service will be discontinued at that time, and Mr. McDonald's services will not be needed.

On motion, duly seconded, the Committee adjourned.

Respectfully submitted,

Wellington Patrick, Secretary
Board of Trustees