

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, Wednesday, January 19, 1938.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University, Wednesday, January 19, 1938, at 10:30 a.m. The members of the Committee present were Chairman Richard C. Stoll, R. Miller Holland and Robert G. Gordon. President Frank L. McVey and D. H. Peak, Secretary of the Board, were present. The Secretary stated that he had received a telephone message from the secretary of Mr. J. B. Andrews in response to his notice of the meeting. His secretary expressed Mr. Andrews' regrets that illness prevented his attendance. The Secretary of the Board was asked to write Mr. Andrews, expressing best wishes for speedy recovery.

1. Approval of Minutes.

The minutes of the meeting of the Executive Committee of December 14, 1937, were approved as published.

2. Financial Report.

The financial report for December, 1937, was filed by the Business Agent. The report was examined by the Committee and was ordered inserted in the Minutes.

EXHIBIT "B"

Statement of Income and Expenditures
Month of December 1937

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year to Date</u>
General Fund Income			
Fed. Appro.-Morrill-Nelson	11,426.66	5,713.33	17,139.99
Vocational Ed. Board	10,454.93	2,383.16	13,438.09
State Appro.-Sum. School	8,000.00		8,000.00
Special Agr. Appro.	10,000.00	2,000.00	12,000.00
State Appro.-General	307,094.39	11,010.17	318,104.56
Interest on Peabody Endow.		400.00	400.00
State Appro.-Repairs to Buildings	4,280.03	719.97	5,000.00
Federal Appro.-Bankhead-Jones	7,843.98	3,924.99	11,774.97
Student Fees	123,687.49	5,260.86	128,948.35
Student Fees-Summer Sch.	62,318.65	64.00	62,382.65
Student Fees-U. H. S.	4,835.00	165.00	5,000.00
Student Fees-El. Tr. School	3,930.00	70.00	4,000.00
Student Fees-Univ. Extension	7,658.33	1,158.33	8,816.66
Miscellaneous Receipts	2,879.64	2,867.65	5,747.29

Rentals	723.00	125.00	848.00
Men's Dormitories	8,890.83	505.29	9,396.12
Total	<u>574,028.93</u>	<u>36,967.75</u>	<u>610,996.68</u>
Expenditures			
Instruction	339,706.64	77,668.62	417,375.26
Adm. Exp. & Maintenance	119,612.48	35,255.84	154,868.32
Additions and Betterments	9,537.62	2,613.97	12,151.59
Total	<u>468,856.74</u>	<u>115,538.43</u>	<u>584,395.17</u>
Excess of Income over Expenditures	<u>105,172.19</u>	<u>(78,570.68)</u>	<u>26,601.51</u>
Patterson Hall Income			
Board	29,932.40	490.40	30,422.80
Miscellaneous Receipts	.50	14.27	14.77
Room Rent - Summer School	1,332.56		1,932.56
Total	<u>31,865.46</u>	<u>504.67</u>	<u>32,370.13</u>
Expenditures			
Expense	<u>10,464.35</u>	<u>5,616.73</u>	<u>16,081.08</u>
Excess of Income over Expenditures	<u>21,401.11</u>	<u>(5,112.06)</u>	<u>16,289.05</u>
General Ledger Income			
General Ledger Income	605,894.39	37,472.42	643,366.81
General Ledger Expend.	<u>479,321.09</u>	<u>121,155.16</u>	<u>600,476.25</u>
Excess of General Fund Income over Expenditures	126,573.30	(83,682.74)	42,890.56
Excess of Expenditures over Receipts for General Ledger accounts	(111,853.67)	66,230.79	(45,622.88)
Accounts Payable	<u>(19,802.13)</u>		<u>(19,802.19)</u>
Excess of Expenditures over Receipts for the fiscal year to date - General Fund	<u>(5,082.56)</u>	<u>(17,451.95)</u>	<u>(22,534.51)</u>
Excess of Expend. over Receipts for the fiscal year to date - General Fund			(22,534.51)
Cash in Bank July 1, 1937 - General Fund			<u>89,788.13</u>
Cash in Bank December 31, 1937 - General Fund			<u>67,253.62</u>
Experiment Station Income			
Hatch - Federal Appro.	7,500.00		7,500.00
Milk and Butter - Cash Rec.	4,306.24	910.71	5,216.95
Beef Cattle Sales	73.00	15.00	88.00
Dairy Cattle Sales	752.07	112.65	864.72
Sheep Sales	546.50	260.00	806.50
Swine Sales	117.73	253.47	371.20
Poultry Sales	652.63	114.34	766.97
Farm Produce Sales	612.25	333.38	945.63
Horticultural Sales	1,020.02	21.00	1,041.02

Seed Test	424.37	254.55	678.92
Seed Inspection	10,025.31	690.60	10,715.91
Rentals	573.35	2,144.67	2,718.02
Miscellaneous	167.64	37.23	204.87
Fertilizer - Fees	18,602.50	20.00	18,622.50
Public Service - State			
Appro.	8,658.44	1,684.05	10,342.49
Public Service - Misc.Rec.	55.00		55.00
Feeding Stuffs - Fees	26,932.91	2,949.75	29,882.66
Adams - Fed. Appro.	7,500.00		7,500.00
Serum - Sales	1,526.00	104.03	1,630.12
Serum - Virus Sales	144.43	5.10	149.53
Serum - Supply Sales	74.07	16.75	90.82
Serum - Misc. Receipts	25.51		25.51
State Appropriation	18,650.99	3,597.00	22,256.99
Creamery License Fees	9,501.96	13.50	9,515.46
Creamery - Testers' Lic.	2,115.80	55.00	2,170.89
Creamery - Glassware Test.	307.87	35.42	343.29
Robinson - State Appro.	5,885.50	1,116.58	7,002.08
Robinson - Misc. Receipts	1,535.04	300.69	1,835.73
West Ky. - State Appro.	6,369.87	700.97	7,070.84
West Ky. - Misc. Receipts	6,776.20	248.26	7,024.46
Purnell - Federal Appro.	30,000.00		30,000.00
Bankhead-Jones-Fed.Appro.	29,601.76		29,601.76
Nursery Inspection - State			
Appro.	900.00	180.00	1,080.00
Nursery Inspection - Fees	1,570.00		1,570.00
Total	<u>203,514.14</u>	<u>16,174.70</u>	<u>219,688.84</u>
Expenditures			
Expense	161,511.80	30,644.98	192,156.78
Additions and Better.	4,417.73	3,847.57	8,265.30
Total	<u>165,929.53</u>	<u>34,492.55</u>	<u>200,422.08</u>
Excess of Income over			
Expenditures	37,584.61	(18,317.85)	19,266.76
Excess of Receipts over			
Expenditures for General			
Ledger accounts	3,515.65	2,273.80	5,789.45
Accounts Payable	(11,535.25)		(11,535.25)
Excess of Receipts over			
Expenditures	<u>29,565.01</u>	<u>(16,044.05)</u>	<u>13,520.96</u>
Excess of Receipts over			
Expenditures for the			
fiscal year to date -			
Experiment Station			13,520.96
Cash in Bank July 1, 1937 -			
Experiment Station			26,472.45
Cash in Bank December 31, 1937 -			
Experiment Station			<u>39,993.41</u>
Extension Division Income			
Federal Bankhead-Jones	183,365.25		183,365.25
Federal Smith-Lever	74,154.38		74,154.38
Federal Supplementary	13,272.76		13,272.76
Federal Capper-Ketcham	18,400.49		18,400.49
State Smith-Lever	54,656.28	3,831.77	58,488.05
County and Other	9,616.00	158.33	9,774.42
Total	<u>353,465.25</u>	<u>3,990.10</u>	<u>357,455.35</u>

Expenditures			
Expense	<u>282,493.78</u>	<u>62,667.05</u>	<u>345,160.83</u>
Excess of Income over Expenditures	<u>70,971.47</u>	<u>(58,676.95)</u>	<u>12,294.52</u>
Excess of Income over Expenditures for the fiscal year to date - Extension Division			12,294.52
Cash in Bank July 1, 1937 - Extension Division			<u>2,672.00</u>
Cash in Bank December 31, 1937 - Extension Division			<u>14,966.52</u>
Trust Fund Income			
Student Loan Fund	1,114.86	254.79	1,369.65
Student Notes Paid	<u>1,010.64</u>	<u>204.26</u>	<u>1,214.90</u>
Total Receipts	<u>2,125.50</u>	<u>459.05</u>	<u>2,584.55</u>
Expenditures			
Expense	9.00		9.00
Student Notes	<u>125.00</u>		<u>125.00</u>
Total Expenditures	<u>134.00</u>		<u>134.00</u>
Excess of Receipts over Expenditures	<u>1,991.50</u>	<u>459.05</u>	<u>2,450.55</u>
Excess of Receipts over Expenditures for the fiscal year to date - Trust Fund			2,450.55
Cash in Bank July 1, 1937 - Trust Fund			<u>4,267.53</u>
Cash in Bank December 31, 1937 - Trust Fund			<u>6,718.08</u>
Summary			
General Fund Income	605,894.39	37,472.42	643,366.81
Experiment Station Income	203,514.14	16,174.70	219,688.84
Extension Division Income	353,465.25	3,990.10	357,455.35
Trust Fund Income	<u>1,114.86</u>	<u>254.79</u>	<u>1,369.65</u>
Total	<u>1,163,988.64</u>	<u>57,892.01</u>	<u>1,221,880.65</u>
General Fund Expenditures	479,321.09	121,155.16	600,476.25
Experiment Sta. Expend.	165,929.53	34,492.55	200,422.08
Extension Div. Expend.	282,493.78	62,667.05	345,160.83
Trust Fund Expenditures	<u>9.00</u>		<u>9.00</u>
Total	<u>927,753.40</u>	<u>218,314.76</u>	<u>1,146,068.16</u>
Excess of Income over Expenditures	236,235.54	(160,422.75)	75,812.49
Accounts Payable	(31,337.44)		(31,337.44)
Excess of Expenditures over Receipts for General Ledger accounts	(108,338.02)	68,504.59	(39,833.43)

Student Loan Fund Notes	<u>885.64</u>	<u>204.26</u>	<u>1,089.90</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>97,445.42</u>	<u>(91,713.90)</u>	<u>5,731.52</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			5,731.52
Cash in Bank and on hand July 1, 1937 - Combined Fund			<u>125,400.11</u>
Cash in Bank and on hand December 31, 1937 - Combined Fund			<u>131,131.63</u>

Abstract of item shown on Statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts, \$39,833.43"

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable	35,119.17	
Sundry accounts	<u>4,714.26</u>	
	39,833.43	

3. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from December 9, 1937, to January 12, 1938. The report showed orders made by the Business Office on the authority of the Requisition Committee in the manner prescribed by the Board of Trustees and State laws, running from No. 3579 to No. 4587. The report was examined, and on motion and second the orders named therein were ratified and approved and payment on said orders was authorized and approved.

The following additional budget appropriations were approved and allowed: Heating Plant, auxiliary light, \$100.00; Buildings and Grounds; sewing machine, \$73.31; remodeling Frazee Hall, \$150.00; watchmen's uniforms, \$67.00; Patterson Hall, elevator repairs, \$42.00.

Other budget additions shown in these minutes: Sec. 6, printing, \$63.15,

4. State Appropriations for Next Biennium.

President McVey presented a copy of the Appropriations Act for biennium 1938-1940, passed by the General Assembly and at this date reported to have been signed by the Governor. The appropriations to the University set out in the Act are as follows:

The following list of appropriations was made for the year
1938-1939

- | | |
|--|--------------|
| (a) <u>Division of Colleges.</u> For ordinary recurring expenses of operation..... | \$775,000.00 |
| (a ¹) For extraordinary expenses and capital outlay..... | 158,000.00 |
| (Of this amount each item shall not exceed the amounts specified below). | |
| Repairs to Buildings | 8,000.00 |
| Library Equipment | 30,000.00 |
| Scientific Laboratory Equipment | 60,000.00 |
| Engineering Equipment | 60,000.00 |
| (b) <u>College of Agriculture.</u> For ordinary recurring expenses of operation | 24,000.00 |
| (c) <u>Summer School Session.</u> For ordinary recurring expenses of operation | 8,000.00 |
| (d) <u>Experiment Station.</u> For ordinary recurring expenses of operation | 48,000.00 |
| (e) <u>Service Laboratories.</u> For ordinary recurring expenses of operation | 21,000.00 |
| (f) <u>Nursery Inspection.</u> For ordinary recurring expenses of operation | 2,000.00 |
| (g) <u>Princeton Sub-Station.</u> For ordinary recurring expenses of operation | 14,000.00 |
| (h) <u>Quicksand Sub-Station.</u> For ordinary recurring expenses of operation | 14,000.00 |
| (i) <u>Agricultural Extension Work.</u> For ordinary recurring expenses of operation | 120,000.00 |

The appropriations for the year 1939-1940 were in like amount as stated for the year 1938-39.

5. Biennial Report of Board of Trustees.

a. Report Approved.

The report of the Board of Trustees for the biennium 1935-1937 to the Governor and the Legislature of Kentucky was presented by President McVey. It will be known as Vol. XXX, No. 1, in record of University publications.

The report was approved and distribution ordered.

Letter of Transmittal:

To His Excellency
Honorable A. B. Chandler
and the Members of the Legislature

Gentlemen:

I take pleasure in transmitting to you the report of the President of the University, which is the result of the deliberations of the Board of Trustees regarding the needs of the University. In the opinion of the Board of Trustees the report is of such value that they feel justified in asking that it be given careful reading and thoughtful consideration in dealing with the needs of the University.

Respectfully submitted,

RICHARD C. STOLL

Chairman, Executive Committee

January, 1938.

b. Printing Bill Approved.

The President reported that in order to prevent delay in presentation of the report he deemed it necessary to have the printing done on University grounds by the Kentucky Kernel Press. Therefore he had ordered 1000 copies printed on contract price of \$63.15. He asked that his acts be approved and the bill ordered paid. Thereupon, on motion duly seconded, the action of the President in having the report printed by the Kentucky Kernel Press, at cost of \$63.15, was approved, and the bill rendered was approved and ordered paid. The Business Agent was authorized to submit the bill through the usual course to the State Finance Board for payment from College Revolving Funds.

6. Allotments for Third Quarter.

The Business Agent stated that he had received from the State Department of Finance, Budget Division, advice of allotment of appropriations for third quarter of the year 1937-1938.

Appropriations and quarterly allotments compared:

<u>Name of Fund</u>	<u>Amount of Appropriation</u>	<u>Amount Allotted Third Quarter</u>	<u>Total Allotted to Date</u>
Princeton Substation	\$14,000.00	\$3,400.00	\$10,500.00
Quicksand Substation	14,000.00	3,500.00	10,850.00
Agricultural Extension	120,000.00	30,000.00	88,500.00
Repairs	8,000.00		8,000.00
Division of Colleges	664,411.32	165,000.00	497,731.32
College of Agriculture	24,000.00	5,000.00	19,000.00
Summer School	8,000.00		8,000.00
Experiment Station	48,000.00	11,000.00	35,887.43
Service Laboratories	21,000.00	4,700.00	15,400.00
Nursery Inspection	2,000.00	600.00	1,800.00

7. Receipts and Expenditures - General Fund.

The President presented a statement made by the Business Office dated as of January 1, 1938, showing receipts and expenditures of the General Fund (College funds combined) to date and estimates of receipts and expenditures for balance of year. The statement is based on the budget additions to original budget, and probable additional maintenance of plant expenses. The estimate shows funds sufficient to meet expenditures, but it does not warrant further increase of expenditures.

8. Repairs and Construction.

The President stated the repairs and construction program for remainder of year to be in part as follows:

1. Situation as to space for Department of Home Economics; condition of Agricultural Building.
2. Changes in Frazee Hall for Department of University Extension, approved at cost estimate of \$150.00.
3. Additions to Armory, heretofore approved at a cost estimate of \$4000.00.
4. Heating facilities in Old Building, Mechanical Hall.
5. Changes in Old Law Building, to make it available for use, estimated at \$4000.00.

6. Occupation of space by departments and repairs necessary therefor.

The President indicated that this work can be carried forward only in so far as funds are available. It was the opinion of the members of the Committee that the work should proceed, and the program was approved, the President being authorized to carry it out as far as possible this fiscal year.

9. Audit of Accounts.

The question of audit of accounts that has been continued since the close of the fiscal year 1936, was discussed. President McVey stated that Governor Chandler had promised to send information regarding audit. Action was deferred, pending further word from the Governor.

10. Insurance on Kinkead and Breckinridge Halls.

I have received no further information in regard to the question of insurance on Kinkead and Breckinridge Halls. The only thing that I have learned about it is that in a conversation with Mr. Goodpaster, he said he would make an effort to get an opinion from the Attorney General. Two sets of policies are in existence, those carried for the benefit of Security Trust Company and those ordered written by the Division of Insurance.

(Signed) D.H. Peak, Business Agent

Mr. Gordon then called by telephone Attorney General Meredith, who stated that the work of his office, especially during the period of Session of Legislature, is so heavy that there has been no time for consideration of the request made by the Board of Trustees for an opinion on insurance on dormitories. He hopes to be able to report soon.

11. Property Purchases.

a. Purnell Property.

The Business Agent reported that payment of taxes due county and state had closed all the business connected with the purchase of property on Graham Avenue from Mrs. Annie Purnell.

b. DeHore Property.

The Business Agent reported that the note held by First National Bank & Trust Company had been paid by the University from purchase money and the note and the lien to secure same had been assigned by the said Bank to the University, as shown in

Minutes of September 21, 1937.

The time limit as shown in the Minutes referred to having expired as of January 1, 1938; the note was delivered to the representative of the DeHore Estate, bearing the following notations:

"This note having been paid by the University of Kentucky on 7/28/37 we hereby transfer to the order of the University of Kentucky said note. This 28th day of July, 1937.

First National Bank & Trust Company.
Lexington, Kentucky
Olin C. Peeler, Asst. Trust Officer."

"This note having been paid by the University of Kentucky out of the purchase money for property on South Limestone Street and as a part of the consideration therefor and said note having been transferred by the First National Bank and Trust Company to the University of Kentucky the same is this day fully paid and satisfied. This January 11, 1938.

University of Kentucky
By D. H. Peak, Business Agent."

The following release was entered on the margin of the record in Mortgage Book 232, page 396, Fayette County, Kentucky, Clerk's Office:

"The note secured by this mortgage having been paid by the University of Kentucky on 7/28/37, we hereby transfer to the University of Kentucky the lien herein mentioned and it alone is authorized to release the same this 28th day of July, 1937.

First National Bank of Lexington, Ky.
By Olin C. Peeler, Assistant Trust Officer."

"The note herein secured by this mortgage, which note and lien were transferred to the University of Kentucky by the First National Bank & Trust Company of Lexington, Kentucky, on July 28, 1937, is this day released and discharged and the lien securing same discharged & released. This January 11, 1938.

University of Kentucky
By D. H. Peak, Business Agent.

Attest. S. H. Lewis, Clerk
by F. C. Foushee, D.C."

Taxes assessed against the property due during the present year in amount of \$46.93 were paid by Mr. Fred Benckart and reimbursement of that amount to Mr. Benckart by the University was approved. These acts closed the business connected with the purchase of property on South Limestone Street from DeHore heirs.

12. Student Loan Fund - Call of Water Company Bonds - Investments.

a. Call for Payment of Water Company Bonds - Reinvestment.

I am attaching a letter of J. D. Van Hooser and Company showing the call of the Lexington Water Company bonds. Five thousand dollars of the Student Loan Fund was invested in such bonds, and on January 9, 1938, I collected from J. D. Van Hooser and Company \$5,000 principal, and \$137.50 interest on these bonds. The \$5,000 principal was deposited at interest in the First National Bank and Trust Company. The \$137.50 interest was placed to the general credit of the Student Loan Fund.

b. Investment of Other Funds.

As directed by former orders of the Committee, I have deposited with the First Federal Savings and Loan Association of Lexington, Kentucky, \$5,000 of the Student Loan Fund that had not otherwise been invested. This will bear interest as of January 1, 1938. The certificate for this ^{deposit} has been delivered to the Custodians of University Securities.

(Signed) D. H. Peak
Business Agent.

December 31, 1937

Student Loan Fund U. of K.
Lexington, Kentucky

Dear Sirs:

This is to advise you that the Lexington Water Company $5\frac{1}{2}\%$ bonds due in 1940 are being called for payment as of February 1, 1938, at 100 and accrued interest, interest to cease after that date.

An issue of \$2,400,000 Lexington Water Company bonds bearing 4% interest have been sold to three life insurance companies at a price in excess of 100, at which price they yield less than 4% and are fully taxable. Only a very few of our clients would have been interested in the bonds at such a low interest basis.

The safe investment of funds these days requires more careful study than usual. We would like an opportunity to discuss with you personally an attractive list of securities bearing a rate of interest from $4\frac{1}{2}\%$ to 6%.

Very truly yours,

(Signed) J. D. Van Hooser
President.

You may present your bonds to us any day after January 1st and receive full interest to February 1st, 1938.

13. Brent Fund - Call of Water Company Bond and Reinvestment.

Five hundred dollars of the Brent Fund was invested in Lexington Water Company bonds, (Called). There was collected on January 9, \$500 principal and \$13.75 interest from J. D. Van Hooser & Company. The \$500 principal was deposited to interest account in the First National Bank and Trust Company, the interest was put to the general expense account of the Brent Fund.

(Signed) D. H. Peak
Business Agent.

14. Solicitors Calling on Staff Members.

President McVey presented a letter from J. D. Turner, Secretary, Council of College of Agriculture, regarding annoyance to staff by salesmen and solicitors. Following paragraph is copied:

The Council of the College of Agriculture, at a meeting on January 5, voted to request President McVey and the Board of Trustees to consider the adoption of a regulation to be posted in the University buildings prohibiting salesmen and solicitors from making calls upon members of the University staff during working hours.

The President was authorized to acknowledge receipt of the letter, stating that the matter will be taken under advisement.

15. Teachers' Retirement System.

President McVey stated that he had been asked whether or not the University of Kentucky would cooperate with the Kentucky Education Association in seeking to establish by law a teachers' retirement system for the State of Kentucky. The members of the Committee were of the opinion that this is not a question for action of the Board of Trustees. As the question involves a contribution from salary, each member of the staff should be allowed to act for himself; the Committee will consider approval of such individual action, if that is consistent with the proposed plan.

16. Commons in Student Union Building.

The President stated that nothing definite has been done regarding the method of conducting the Commons in the Student Union Building. Reference was made to the proposal of the Union News Company and also to the advice given by Mrs. MacIntosh who made inspection of the Commons by request of the University. After some discussion, the President was authorized to work out details with the Union News Company and to make such other investigation as he may consider advisable.

17. P. W. A. College Dockets.

a. Payment of Interest on Bonds.

The payment of \$9285.00 interest due January 1, on \$634,000 construction bonds was paid through the First National Bank, the check having been made for the amount and in the hands of the bank previous to that date. The coupons were received and paid by the bank about the first of January, 1938.

(Signed) D. H. Peak
Business Agent

b. (1) Statement by Dean Graham.

January 19, 1938

President Frank L. McVey
University of Kentucky

My dear President McVey:

As reported to you under date of November 24, 1937, P.W.A. Docket No. KY-1013-R has been concluded and final audit made by the Federal authorities. Therefore, the only Public Works Administration docket now under way upon this campus is Docket No. KY-1013-2-D.

I hand you herewith a statement of the financial status of Docket No. KY-1013-2-D as of January 18, 1938.

Yours truly,

(Signed) James H. Graham
Dean

(2) Status of Docket Ky-1013-2-D.

STATUS OF DOCKET NO. KY-1013-2-D

January 18, 1938

Contract No	Particulars	Contract Amount	Change Orders	Contract Amt. + Change Orders
300	West Unit-Engr.Bldg.	111,651.00	-1,250.85	110,400.15
410	Bio. Sciences Bldg.	109,286.00	604.41	109,890.41
411	Sci.Bldg.-Elect.Wiring	11,430.00		11,430.00
460	" " -Heat.& Vent.	22,888.00		22,888.00
500	Law Building	59,733.00	6,997.43	66,730.43
501	" " -Elect.Wiring	2,487.00	1,629.35	4,116.35
560	" " -Heat.& Vent.	7,840.00	695.04	8,535.04
581	" " -Elect.Fixtures	1,041.50	- 20.83	1,020.67
582	" " - " "	669.50	- 13.39	656.11
600	Student Union Bldg.	154,000.00	6,803.24	160,803.24
601	" " -Elec.Wir.	18,810.00	225.02	19,035.02
620	" " -Elevator	4,592.00		4,592.00
630	" " -Lin.Floor.	3,015.00	187.00	3,202.00
631	" " -Mas.Floor	5,585.00		5,585.00
640	" " -Heat.& Vent.	36,900.00	2,548.00	39,448.00
650	Milling Machine	6,281.00	550.91	6,831.91
652	Heaters	1,189.50	715.00	1,904.50
653	Steam Fittings for Bldg.Conn.	7,200.62	6,626.77	13,827.39
660	Zone Control	8,900.00	275.60	9,175.60
701	Boiler Plant Piping	18,350.00	297.46	18,647.46

Contract No.	Particulars	Contract Amount	Change Orders	Contract Amt. + Change Orders
750	Water Coolers-Law & Engr. Bldg.	769.00		769.00
760	Gen. Heat. Plant-Elect. Wiring	3,253.00	22.24	3275.24
3F	Steam Meter	375.00	- 18.75	356.25
PO #1	Universal Grinder	2,010.00		2010.00
PO #2	Head Stock	340.00		340.00
PO #3	Coal Scale	991.12		991.12
PO #4	Law Bldg.-Steel Book Shelving	512.00		512.00
PO #5	Gen. Heat. Plant-Service Equip.	100.45		100.45
PO #6	Boiler Tube Cleaning Equip.	162.00	- 1.62	160.38
	TOTALS	600,361.60	26,872.03	627,233.72

STATUS OF DOCKET NO. KY-1013-2-D
JANUARY 18, 1938

No.	Classification	Estimate	Allocated	Balance
1.	Preliminary	850.00	868.24	- 18.24
2.	Land			
3.	Construction	673,983.00	627,233.72	46,749.28
4.	Engineering	36,439.00	48,391.01	-11,952.01
5.	Legal & Administration	16,000.00	16,000.00	
6.	Interest			
7.	Misc.			
	TOTALS	727,272.00	692,492.97	34,779.03

c. (1) Statement of Dean Graham.

January 18, 1938

President Frank L. McVey
University of Kentucky

My dear President McVey:

Contract bids were received and opened in your office at 2:00 p.m., December 13, 1937, on Contract No. 620, P.W.A. Docket No. KY-1013-2-D for furnishing and installing an elevator within the Student Union Building in accord with the published plans and specifications. You will note on the attached summary sheet that the American Elevator and Machine Company of Louisville, Kentucky, was the low bidder on this contract in the sum of \$4,502.00, with the Shepard Elevator Company of Cincinnati, Ohio, the next low bidder in the sum of \$5,100.00.

In our report to you on December 14, 1937, concerning these bids, we recommended that the decision on the

award of this contract be postponed pending a study of the materials and equipment listed by the low bid and an investigation of the bidder's qualifications. We can now report and recommend that the low bid made by the American Elevator and Machine Company of Louisville in the sum of \$4,592.00 be accepted and Contract No. 620 be so awarded by the adoption of the attached resolutions, drafted in accord with P.W.A. regulations, and that the chairman of the Executive Committee of the Board of Trustees be authorized to execute the Contract No. 620 on behalf of the University.

Yours truly,

(Signed) James H. Graham
Dean

(2) Tabulation of Bids.

American Machine Company, Louisville, Ky.; base bid, \$4592.00; alternate, deduct \$125.00; addenda \$230.00; Shepard Elevator Company, Cincinnati, Ohio; base bid \$5100.00; alternate, deduct \$25.00; addenda \$230.00; Warner Elevator Manufacturing Company, Cincinnati, Ohio; base bid, \$5330.00; alternate, deduct \$120.00; addenda \$300.00; Otis Elevator Company, Louisville, Ky., (bid by telegraph), base bid, \$5975.00; no alternates; no addendas.

(3) Contract awarded to American Elevator Company.

RESOLUTION AWARDING CONTRACT

WHEREAS, James H. Graham, Chief Engineer, University of Kentucky pursuant to a resolution heretofore adopted, has tabulated and considered all bids heretofore received for the furnishing and installing of the Elevator Equipment for the Student Union Building and has duly made his recommendations to this Board of Trustees, University of Kentucky, and it appearing from said recommendations and report that the American Elevator and Machine Company, Louisville, Kentucky, is the lowest and best bidder for the furnishing and installing of the Elevator Equipment for the Student Union Building, in the sum of \$4,592.00; and that this Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of the American Elevator and Machine Company, Louisville, Kentucky, is the lowest and best bid.

NOW, THEREFORE, BE IT RESOLVED BY the Board of Trustees, University of Kentucky, AS FOLLOWS:

Section 1: That the bid of the American Elevator and Machine Company for the furnishing and installing of the Elevator Equipment in the Student Union Building in the sum of \$4,592.00 is hereby accepted, determined and declared to be

the lowest and best bid; and that a contract for the construction of said work, as heretofore prescribed by the plans, specifications, and contract documents, shall be forthwith executed for said construction.

Section 2: That Judge Richard C. Stoll, Chairman, Executive Committee of the Board of Trustees, is hereby authorized and directed to execute said contract for and on behalf of the University of Kentucky.

18. Resolutions - Professor Enoch Grehan.

Resolutions on death of Professor Enoch Grehan prepared by President McVey and recorded in Minutes of Board of Trustees, December 14, 1937, were approved. The Business Agent stated that a copy had been mailed to Mrs. Grehan and that copies were sent to the Kentucky Kernel and to the Publicity Bureau of the University of Kentucky, for delivery to the public press.

19. Medical Bill - Dave Cooper.

a. Report by Professor Good.

December 16, 1937

Dean Thomas P. Cooper
Dean and Director
Experiment Station

Dear Dean Cooper:

I am giving you herewith a detailed report relative to the injury sustained by Dave Cooper, a worker at the Dairy Cattle Barn.

On the 18th of July, 1937, Mr. Cooper slipped in the milk room, injuring his arm. He immediately went to the University Dispensary where an X-ray of the arm was made. This picture showed a fractured bone in the arm. Mr. Cooper says that after the extent of the injury was ascertained the Dispensary advised him to see his physician, taking the X-ray picture with him. This he did. He called on Dr. J. P. Warren who set his fractured arm. The injury to his arm incapacitated him to such an extent that very little work could be done. He went back to Dr. Warren four times, a week between visits, to have the injured member treated with infra-red rays. At the end of four weeks his arm had mended so that he went back to his regular work.

Mr. Cooper was under the impression that when Dr. Chambers advised him to go to a doctor to have the fractured arm attended to that the University would pay the bill.

Very truly yours,

(Signed) E. S. Good
Chairman, Animal Industry Group

b. Recommendation of Dean Cooper

January 3, 1938

President Frank L. McVey
University of Kentucky

Dear President McVey:

I sent you on December 11 a letter with reference to medical attention given to Mr. Dave Cooper, an employee of the Experiment Station. I enclose reply made by Professor Good. Is there a definite policy as to our responsibility or liability in matters of this kind? I believe that in the event men are injured while on duty or in the line of service, we should provide for essential treatment. It would seem that wherever a man is sent by the dispensary to another physician, it should be an understood policy that we would be responsible for the account, or that we would not.

If within the policy of the institution, I think the Experiment Station should pay the bill for Mr. Cooper, which is \$25.00.

Very truly yours,

(Signed) Thomas Cooper
Dean and Director

The bill of Dr. J. P. Warren was allowed and ordered paid from Experiment Station funds, as directed by Dean Cooper.

20. Appointments and Other Staff Changes.

President McVey presented staff appointments and other changes requested by deans and heads of departments, and, on his recommendation, by motion and second, the following were approved and record ordered made in the minutes:

Appointments

Edmund B. Newell, student assistant, Department of Zoology, second semester, 1937-38, salary \$20.00 per month for five months.

Thelma Renner, student assistant, Department of Zoology, second semester, 1937-38, salary \$20.00 per month for five months.

Rosemary Shoopman, graduate assistant in Department of English, to be continued as such for second semester. In addition to this, she is to take the classes of R. W. Harrison, resigned, at an additional salary of \$250.00 for the semester.

Jack Todd, analyst in the Department of Agronomy, salary \$100.00 per month, effective February 1, 1938. He is a graduate of the University of Kentucky, and is now working on the master's degree.

Dr. Cliff D. Carpenter, as graduate assistant, to carry on research in avian coccidiosis under Mineral Springs Products project; salary \$100.00 per month, effective January 5, 1938. He is to be allowed to take graduate work, if arrangements can be made to that end.

Mrs. Will Hughes, Nicholasville, appointed as housemother for Alpha Xi Delta Sorority, salary \$10 a month, effective January 1, 1938.

Leave of Absence

C. D. Phillips, Assistant in Markets, Experiment Station, granted sabbatical leave on half pay, effective June 15, 1938, for a period of from 9 to 12 months, as may be determined by Director of Experiment Station. He expects to complete course for the doctorate.

Resignations

R. W. Harrison, graduate assistant in Department of English, resignation accepted on his request and approval of the head of the Department and the Dean of the College, effective at end of first semester. He expects to accept appointment as teacher of English in Winchester, Ky., High School.

Dr. Ruth Melcher, research assistant in Department of Home Economics, effective December 31, 1937. Doctor Melcher has accepted a position at Wayne County Training School, Northville, Michigan.

Mrs. Mabelle Fishback as housemother for Alpha Xi Delta Sorority, effective December 31, 1937.

On motion, duly seconded, the Committee adjourned.

D. H. Peak
Secretary of the Board