

Minutes of the Regular Meeting of the Executive Committee of the Board of Trustees of the University of Kentucky, November 3, 1938.

The Executive Committee of the Board of Trustees of the University of Kentucky met in President McVey's office at the University Thursday, November 3, 1938, at 10:30 a.m. The members of the Committee present were Judge R.C. Stoll, Chairman; James Park and H. S. Cleveland. President Frank L. McVey and D. H. Peak, Secretary of the Board, were present.

1. Board Membership.

The President presented following memorandum of University of Kentucky Board of Trustees membership:

Memorandum concerning appointments and terms
of Members of the Board of Trustees, October
11, 1938

The ex-officio members who serve during their terms of office are Governor A. B. Chandler, Harry Peters, Superintendent of Public Instruction, and Garth Ferguson, Commissioner of Agriculture.

The members from the State Board of Agriculture are John Newcomb, H. S. Cleveland, and D. S. Stewart. They are appointed to succeed James Rash, 1936; W. C. Hanna, 1940; O. C. Whitfield, 1938.

The members at large, appointed from the State as a whole, consist of:

John S. Cooper, Somerset, 1940.
Harper Gatton, Madisonville, 1940.
Robert P. Hobson, Louisville, succeeding Robert Gordon, deceased, 1942.
Lee Kirkpatrick, Paris, succeeding R. Miller Holland, 1944.
Richard C. Stoll, Lexington, 1942.

Alumni members appointed for a term of six years are the following:

Marshall Barnes, Beaver Dam, 1944.
Louis Hillenmeyer, Lexington, 1942.
James Park, Lexington, 1940.

No appointment has been made for successor to G. C. Wells, Paintsville, member at large, whose term expired January 1938.

2. Member of Council of Higher Education.

On motion and second, following recommendation by President McVey, Professor Lee Kirkpatrick was chosen as a member of the Council of Higher Education as representative of the University of Kentucky, to fill the vacancy made by death of Judge Robert G. Gordon.

3. Approval of Minutes.

The minutes of the meeting of the Executive Committee of July 28, 1938, and August 27, 1938, were approved as published. The minutes of the meeting of September 20, 1938, were ordered corrected as follows: In the caption "Garth Ferguson, Commissioner of Agriculture"; page 10, section 7a, line 4, "deed" substituted for "action". For further corrections see Sec. 19 - "Resignations".

4. Financial Report.

The Business Agent filed financial reports for months of July, August, and September, 1938. The reports being cumulative, the report for September was ordered recorded in the minutes. The report reads as follows:

Statement of Income and Expenditures Month of September 1938

	<u>Previously Reported</u>	<u>Current Month</u>	<u>Fiscal Year to Date</u>
General Fund Income			
Fed. Appr.--Morrill-			
Nelson		6,118.33	6,118.33
Vocational Ed. Board	3,036.53	3,035.76	6,072.29
State Appr.--Sum.School	8,000.00		8,000.00
Special Agr. Appr.	4,000.00	2,000.00	6,000.00
State Appr.--General	81,417.39	57,407.88	138,825.27
Bldgs. Revenue Bond & Operating Fund	1,883.35	20,490.80	22,374.15
State Appr.--Repairs to Buildings	3,533.48	514.35	4,047.83
Federal Appr.--Bankhead- Jones		3,971.66	3,971.66
Student Fees	1,312.87	90,094.76	91,407.63
Student Fees - Sum.Sch.	61,760.49	126.60	61,887.09
Student Fees - U.H.S.	40.00	3,990.00	4,030.00
Student Fees - El.Tr.Sch.	20.00	3,460.00	3,480.00
Student Fees - Un.Exten.	2,479.03	754.32	3,233.35
Misc. Receipts	934.10	1,451.82	2,385.92
Rentals	90.00	165.00	255.00
Men's Dormitories	1,734.75	5,493.80	7,228.55

Library Equipment-Appr.	227.50	3,555.50	3,783.00
Sci.&Lab. Equip.-Appr.	1,323.45	1,755.15	3,078.60
Engineering Equip.-Appr.	604.96	1,772.35	2,377.31
Total	<u>172,397.90</u>	<u>206,158.08</u>	<u>378,555.98</u>
Expenditures			
Instruction	117,006.88	83,276.82	200,283.70
Adm.,Expense & Maint.	51,505.63	32,407.05	83,912.68
Additions and Betterments	1,198.16	6,569.69	7,767.85
Total	<u>169,710.67</u>	<u>122,253.56</u>	<u>291,964.23</u>
Excess of Income over Expenditures	<u>2,687.23</u>	<u>83,904.52</u>	<u>86,591.75</u>
Patterson Hall Income			
Board	84.08	14,304.00	14,388.08
Misc. Receipts	5.00	3.60	8.60
Room Rent-Summer School	1,421.30		1,421.30
Total	<u>1,510.38</u>	<u>14,307.60</u>	<u>15,817.98</u>
Expenditures			
Expense	2,783.53	1,940.78	4,724.31
Additions and Betterments		158.50	158.50
Total	<u>2,783.53</u>	<u>2,099.28</u>	<u>4,882.81</u>
Excess of Income over Expenditures	<u>(1,273.15)</u>	<u>12,208.32</u>	<u>10,935.17</u>
General Fund Income			
General Fund Expenditures	173,908.28	220,465.68	394,373.96
Excess of General Fund Income over Expend.	172,494.20	124,352.84	296,847.04
Excess of Expend. over Receipts for General Ledger accounts	1,414.08	96,112.84	97,526.92
Accounts Payable	(48,519.99)	27,080.04	(21,439.95)
Excess of Receipts over Expend. for the fiscal year to date - General Fund	3,912.24	(5,228.16)	(9,140.40)
Excess of Receipts over Expend. for the fiscal year to date-General Fund	<u>(51,018.15)</u>	<u>117,964.72</u>	<u>66,946.57</u>
Cash in Bank July 1, 1938-General Fund			66,946.57
Cash in Bank September 30, 1938-General Fund			82,428.52
			<u>149,375.09</u>
Experiment Station Income			
Hatch-Federal Appro.	3,750.00		3,750.00
Milk and Butter-Cash Rec.	2,000.14	977.54	2,977.68
Beef Cattle Sales	125.00	39.00	164.00
Dairy Cattle Sales	525.00	75.00	600.00
Sheep Sales	356.98		356.98
Swine Sales	364.75	881.31	1,246.06
Poultry Sales	252.23	116.29	368.52

Farm Produce Sales	39.95	121.35	161.30
Horticultural Sales	403.20	210.05	613.25
Seed Test	83.75	28.75	112.50
Seed Inspection	3,292.18	2,230.97	5,523.15
Rentals	264.34	94.67	359.01
Miscellaneous	28.89	16.67	45.56
Fertilizer-Fees	3,018.75	2,500.00	5,518.75
Public Service - State Ap.	3,269.12	1,491.64	4,760.76
Public Service-Misc.Rec.	96.50		96.50
Feeding Stuffs-Fees	8,413.22	4,595.93	13,009.15
Adams-Federal Appro.	3,750.00		3,750.00
Serum-Sales	457.14	297.77	754.91
Serum-Virus Sales	16.95	7.80	24.75
Serum-Supply Sales	6.45	.20	6.65
Horticultural Appro.	666.35	537.02	1,203.37
State Appro.	9,192.31	3,784.75	12,977.06
Creamery-License Fees	8,213.00	104.00	8,317.00
Creamery-Testers License	1,898.66	130.50	2,029.16
Creamery-Glassware Tested	101.46	52.63	154.09
Robinson-State Appro.	1,783.05	431.78	2,214.83
Robinson-Misc. Receipts	658.09	275.14	933.23
West Ky.-State Appro.	2,283.16	190.88	2,474.04
West Ky.-Misc.Receipts	793.59	442.91	1,236.50
Purnell-Federal Appro.	15,000.00		15,000.00
Bankhead-Jones-Fed.Appro.	17,267.69		17,267.69
Nursery Inspect.St.Appro.	478.32		478.32
Nursery Inspection-Fees	210.00	475.00	685.00
Total	<u>89,060.22</u>	<u>20,109.55</u>	<u>109,169.77</u>
Expenditures			
Expense	56,632.11	31,252.48	87,884.59
Additions and Betterments		71.54	71.54
Total	<u>56,632.11</u>	<u>31,324.02</u>	<u>87,956.13</u>
Excess of Income over Ex- penditures	32,428.11	(11,214.47)	21,213.64
Accounts Payable	(7,534.97)	(1,319.01)	(8,853.98)
Excess of Receipts over Ex- penditures for General Ledger accounts	<u>7,098.94</u>	<u>4,089.64</u>	<u>11,188.58</u>
Excess of Receipts over Expenditures	<u>31,992.08</u>	<u>(8,443.84)</u>	<u>23,548.24</u>
Excess of Receipts over Expenditures for the fis- cal year to date-Experiment Station			23,548.24
Cash in Bank July 1, 1938- Experiment Station			<u>31,519.75</u>
Cash in Bank September 30, 1938-Experiment Station			<u>55,067.99</u>

Extension Division Income			
Federal Bankhead-Jones	202,585.34		202,585.34
Federal Smith-Lever	74,154.38		74,154.38
Federal Supplementary	6,636.39		6,636.39
Federal Capper-Ketcham	18,400.48		18,400.48
Smith Lever, State	20,196.23	9,803.77	30,000.00
County and Other	3,777.88	1,724.50	5,502.38
Total	<u>325,750.70</u>	<u>11,528.27</u>	<u>337,278.97</u>
Expenditures			
Expense	<u>106,776.82</u>	<u>58,792.90</u>	<u>165,569.72</u>
Excess of Income over Expenditures	<u>218,973.88</u>	<u>(47,264.63)</u>	<u>171,709.25</u>
Excess of Income over Expend. for the fiscal year to date-Extension Division			
			171,709.25
Cash in Bank July 1, 1938-Extension Division			
			<u>2,688.11</u>
Cash in Bank September 30-1938-Extension Division			
			<u>174,397.36</u>
Trust Fund Income			
Student Loan Fund	540.60	1.00	541.60
Student Notes Paid	603.42	69.00	671.42
Total Receipts	<u>1,144.02</u>	<u>69.00</u>	<u>1,213.02</u>
Expenditures			
Student Notes		<u>50.00</u>	<u>50.00</u>
Excess of Receipts over Expenditures			
	<u>1,144.02</u>	<u>19.00</u>	<u>1,163.02</u>
Excess of Receipts over Expenditures for the fiscal year to date-Trust Fund			
			1,163.02
Cash in Bank July 1, 1938-Trust Fund			
			<u>9,578.17</u>
Cash in Bank September 30-1938-Trust Fund			
			<u>10,741.19</u>
Summary			
General Fund Income	173,908.28	220,465.68	394,373.96
Experiment Sta. Income	89,060.22	20,109.55	109,169.77
Extension Div. Income	325,750.70	11,528.27	337,278.97
Trust Fund Income	540.60	1.00	541.60
Total	<u>589,259.80</u>	<u>252,104.50</u>	<u>841,364.30</u>

General Fund Expend.	172,494.20	124,352.84	296,847.04
Experiment Sta. Expend.	56,632.11	31,324.02	87,956.13
Extension Div. Expend.	106,776.82	58,792.90	165,569.72
Total	<u>335,903.13</u>	<u>214,469.76</u>	<u>550,372.89</u>
Excess of Income over Expenditures	253,356.67	37,634.74	290,991.41
Excess of Expenditures over Receipts for General Ledger accounts	(41,421.05)	31,169.68	(10,251.37)
Accounts Payable	(11,447.21)	(6,547.17)	(17,994.38)
Student Loan Fund Notes	<u>603.42</u>	<u>18.00</u>	<u>621.42</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund	<u>201,091.83</u>	<u>62,275.25</u>	<u>263,367.08</u>
Excess of Receipts over Expenditures for the fiscal year to date - Combined Fund			263,367.08
Cash in Bank and on hand July 1, 1938-Combined Fund			<u>128,414.55</u>
Cash in Bank and on hand September 30, 1938-Combined Fund			<u>391,781.63</u>

Abstract of item shown on Statement of Income and Expenditures as "Excess of Expenditures over Receipts for General Ledger accounts \$10,251.37"

	<u>Debit</u>	<u>Credit</u>
Accounts Receivable		11,455.63
Sundry Accounts	<u>21,707.00</u>	
	21,707.00	11,455.63
	<u>11,455.63</u>	
	10,251.37	

5. Requisition Committee Report.

The Requisition Committee filed written report of its action each week from September 15, 1938, to October 26, 1938. The report showed orders made by the Business Office on authority of the Requisition Committee in the manner prescribed by the Board of Trustees and State Laws, running from No. 1882 to No. 3360. The report was examined and, on motion and second, the orders named therein were ratified and approved and payments on said orders were authorized and approved.

6. Handling Athletic Funds.

On motion and second, duly passed, the system of handling funds received from athletic events and disbursement thereof as presented by the President and Business Agent was approved and authorized. The plan as adopted by the motion is stated as follows:

HANDLING ATHLETIC FUNDS

Receipts from the Athletic Department from sale of tickets, etc., shall be reported and remitted to the Business Office as collected by the department. After payment of and deduction of that portion due on contract to the opposing team, including pre-game expense, and deduction of the amount collected for Federal tax, the balance is to be remitted to the State Treasurer for credit to College Revolving Fund. The amount received from games played at other colleges, after the deduction of expense, is to be remitted to the State Treasurer in manner as above stated.

All collections for the Athletic Department of student fees shall be credited to "Grants in Aid account", Organizations Fund Ledger. From the Grants in Aid account, payment of the board and other team expense may be made, as well as the balance due on Mr. C. A. Wynne's salary, and all unpaid accounts from activities of previous years.

7. Investments.

The following report was made by the Business Agent:

"I submit herewith memorandum of investment in Government Bonds of the Peabody Fund. As will be noted from this statement, the bonds were bought at a premium. Income from the investment of this fund for last year was used to pay the premium on the bonds purchased.

"There is about \$10,000.00 in the Student Loan Fund that is not invested and not on deposit at interest in a bank. I have not been able to find satisfactory investment of this fund unless it be made in Government Bonds."

On motion and second the investment of the Peabody Fund as shown by memorandum copied below was approved.

FIRST NATIONAL BANK & TRUST COMPANY
Investment Department
Lexington, Ky.

Peabody Fund
University of Kentucky
Lexington, Ky.

10/7/38

We take pleasure in confirming purchase for your account,
as brokers:

Quantity	Description	Price	Amount	Com- mis- sion	Total
\$40,000	U.S. Treas. 2½% 1950/52 Interest accrued to date @10M each, Bond Nos. 2586F/9K/both in- clusive, with coupons due 3/15/39 and subsequently attached.	102	\$40,800.00	25.00	\$40,825.00 58.33 <u>\$40,883.33</u>

On motion and second, all Student Loan funds not now invested both in open bank account and on interest deposit in the First National Bank and Trust Company were ordered invested in government bonds. The funds now on interest in bank are to be invested at the end of the present interest bearing period.

8. Audit.

The Attorney General in a recent opinion given to Governor A. B. Chandler stated that it is the duty of the Department of Finance to investigate and audit those institutions in which the State has an interest, including state educational institutions.

The Business Agent reported audit of University accounts as follows:

An audit of University accounts has been made through the office of State Inspector and Examiner, Mr. Nat B. Sewell. The audit was made by W. N. VanHoose and Ike Noce of the Division of Accounts and Control; J. I. Dempsey from the Treasurer's office; A. C. Zubrod and Mr. Elder. The accountants were at work on the audit for two weeks and three days, part of them all the time and some of them for part time. Tuesday of this week Mr. Van Hoose and Mr. Noce returned to make some additional checkings and I am informed that the accountants are making report to Mr. Sewell early next week.

The audit covered by these men was for a five year period beginning with July 1, 1933. They stated that a very close audit was made of the years ending June 30, 1937 and June 30, 1938. Some suggestions were made that I think will be of value to use in future accounting. From statements made by the accountants, they found our books and accounts to be in balance and all collections properly accounted for.

Mr. Sewell came to the University and made inspection of new buildings on the Campus. He made suggestions of importance in regard to inventory and appraisal.

The Business Agent stated further:

The accounting in the Business Office is done in compliance with and by orders of the Board of Trustees as to the handling of Federal funds, P. W. A. funds, Trust funds, Student funds and miscellaneous collections and in accord with Federal laws, as well as State laws. All state appropriations and revolving funds; that is, collections sent to the State Treasurer by the University, are disbursed through the State Department of Finance.

The State Department of Finance allows the University a petty cash fund of \$5,000.00. This is altogether inadequate for expenditures that must be made through petty cash by the University. The result is that the petty cash fund is always overdrawn and at times largely overdrawn. That is due almost altogether to payment of cash pay rolls to laborers on the Campus and at the Experiment Station fields.

At all times I have kept in touch with President McVey in regard to payments made that overdraw the petty cash fund. At no time have these payments been made from funds that are to be reported to the State

Treasurer nor have these payments been made from Trust or Student funds. There has been a surplus in the University Treasury arising from funds not submitted to Frankfort which surplus is available for operating expense and from which such advances have been made.

(Signed) D. H. Peak
Business Agent

9. Payments on Men's Dormitories Lease.

The Business Agent stated that by order of the Board of Trustees renewal and revision of the lease with Security Trust Company on Men's Dormitories was made and payment from petty cash of the rent due September 1, 1938, \$610.00 was ordered, that payment made by the Business Agent was approved, and he was admonished that payments under the lease should be made promptly when due.

10. College Catering Company Inventory.

The President stated that the College Catering Company had presented an inventory of equipment as required by contract. The President discussed with the Committee several features and items in the inventory. He said that he had submitted the inventory to Dean Graham for examination as to correctness of the items thereon and the price thereof. This action of the President was approved, and action by the Committee on the inventory was deferred pending report by Dean Graham.

11. Wilson and Harbison Attorney Fee Allowed.

The bill to Wilson and Harbison, copied below, was approved and ordered paid from P. W. A. funds Docket Ky-1305-F.

Lexington, Ky. 16 September, 1938

University of Kentucky.....Dr.,
(Att. Col. James H. Graham)

Legal services: Preparation of Resolutions and Minutes of Board of Trustees for meeting of August 3, 1938, for the University of Kentucky's financing of PWA Docket Ky-1305-F..... \$500.00.

(Signed) James H. Graham.

12. Grants.

a. Haggin

President McVey stated that he called on Mrs. Haggin in regard to the Margaret V. Haggin Donation to the University of Kentucky, but that he did not receive information as to status of the gift, sufficient for report at this meeting.

b. Hayden

President McVey reported that he had endeavored through Mr. Frank H. Ricketson to secure for needy University of Kentucky students help from the Charles Hayden Foundation. The result of the effort is shown in the following letter:

CHARLES HAYDEN FOUNDATION
25 Broad Street
NEW YORK

October 20, 1938

Dr. Frank L. McVey, President
University of Kentucky
Lexington, Ky.

Dear Sir:

Mr. John R. Dillon of Hayden, Stone & Co., informs me that a friend of his, Mr. Frank H. Ricketson, Jr., of Denver, Colorado, has asked him to endeavor to obtain assistance from the Charles Hayden Foundation for relief of needy students of the University of Kentucky.

The Charles Hayden Foundation was incorporated to help needy boys and young men through boys' clubs as such. Mr. Hayden's idea was to get the boy off the street rather than higher education. We have contributed a limited number of scholarships to certain colleges, but we have found it necessary to limit our activities to New York City and Boston because we would not have enough money to go around if everyone who made application were given assistance. We regret exceedingly, therefore, that we cannot give any aid to the University of Kentucky students.

Sincerely yours,

CC:Mr. Marcus Redwine
Winchester, Kentucky
Mr. John R. Dillon

(Signed) Arthur J. Ronaghan
Executive Vice President

13. Fire Escapes.

President McVey presented the following letter from the State Division of Insurance:

COMMONWEALTH OF KENTUCKY
DEPARTMENT OF BUSINESS REGULATIONS
DIVISION OF INSURANCE

Fire Prevention & Rates Section

Frankfort, Kentucky
October 7, 1938

Pres. Frank McVey
University of Kentucky
Lexington, Kentucky

Dear Sir:

An inspector from this Department recently made an inspection of several buildings occupied by State University and makes the following recommendations:

Natural Science Building should have fire escape and change doors to open outward; Alumni Hall should have doors changed to open outward; Frazee Hall should have fire escape placed on buildings and doors changed to open outward; Mechanical Hall should have doors changed to open outward; Neville Hall should have doors changed to open outward; Health Building fire escape should be placed and rear basement doors should be changed to open outward. Kastle Hall sub-basement doors to be changed to open outward; Agriculture Building should have fire escape placed on it as it is practically a four story building with only one exit.

I trust that these recommendations will be complied with without delay and so notify this Department.

Yours very truly,

DIVISION OF INSURANCE
Fire Prevention & Rates Section

(Signed) D. P. Vandivier
Supervisor

P.S. Send blue prints of fire escapes to be approved before erecting.

D.P.V.

On motion of Mr. Park, seconded by Mr. Cleveland, the improvements necessary to comply with the requirements set up by the Division of Insurance were authorized to be made when funds may be available for payment therefor.

14. Gas Line - Right of Way.

Right of way for gas line over Experiment Station property was granted to the Central Kentucky Natural Gas Company as set out in agreement hereinafter copied, the execution of which agreement of October 24, 1938, by Richard C. Stoll, Chairman of the Executive Committee, was authorized, ratified and approved. The agreement was ordered to be recorded in the Fayette County Kentucky County Clerk's Office.

The agreement ordered copied in the Minutes reads as follows:

THIS AGREEMENT made and entered into this 24th day of October, 1938, by and between UNIVERSITY OF KENTUCKY, a corporation, whose principal office is in Lexington, Kentucky, party of the first part, and CENTRAL KENTUCKY NATURAL GAS COMPANY, a Kentucky corporation, whose principal office is in Lexington, Kentucky, party of the second part,

WITNESSETH:

1. Party of the first part hereby grants unto the second party, its successors and assigns, the right to lay, maintain, operate and remove a pipe line for the transportation of gas over and along and across the property of first party and now used by the Kentucky Agricultural Experiment Station, which said pipe line shall begin on Lafayette Avenue in Lexington, Kentucky; thence along the eastern boundary of the first party's Experiment Station property to a point opposite Cooper Drive; thence in a Southwesternly direction along the said Experiment Station property to the gas regulating station on the Lexington-Nicholasville Turnpike road, the exact location of said pipe line, however, shall be subject to the approval of and the pipe shall be laid at such depth as the director of the Kentucky Agricultural Experiment Station shall determine, and such location and depth shall be approved by him before said pipe line is laid.

2. Second party shall have the right to go upon the land of Kentucky Agricultural Experiment Station for the purpose of laying, maintaining, repairing and removing such pipe line, but if any maintenance or repairs shall require any excavation then the director of the Kentucky Agricultural Experiment Station shall

be notified of the intention of second party to enter upon said land within a reasonable time before any excavations are made.

3. Second party agrees to pay to first party any and all damages which first party may suffer by reason of the laying, maintaining, repairing, operation or removal of such pipe line, and to pay to first party any and all damages which first party might suffer by reason of any damage done to the first party or to its property by second party, or its employees who might be upon the lands of first party for the purposes set out in this agreement.

In the event the parties hereto cannot agree upon the amount of such damages, then this matter shall be submitted to arbitration. Each party shall select one arbitrator and upon their failure to agree upon the amount of damages, such two arbitrators shall select a third arbitrator, and in the event they cannot agree upon a third arbitrator the Judge of the United States District Court for the Eastern District of Kentucky shall select such third arbitrator and the decision of a majority of the arbitrators shall be binding upon the parties hereto.

4. Second party agrees to furnish to first party, or any of its departments, gas from the pipe line to be laid under the terms of this agreement, which said gas shall be furnished under such regulation and for such price as the proper authority in the State of Kentucky shall from time to time determine; but as a part consideration of this agreement the cost of such gas shall not be greater than that paid by the persons in the City of Lexington taking the same or similar service.

5. As a consideration for this agreement second party has paid to first party \$100.00 in cash, the receipt of which is hereby acknowledged.

6. This agreement shall continue for a period of twenty-five (25) years. It shall continue in effect thereafter from year to year until either party shall notify the other party of its intention to cancel this agreement, given at least six months prior to October 1st in any year, and upon the giving of such notice by either party this agreement shall terminate. A notice given by one party or the other mailed to it at Lexington, Kentucky, and sent by registered mail shall be a sufficient notice under this agreement.

7. At the termination of this agreement second party may remove the pipe line as herein provided but

it shall restore the land from which the pipe is taken in good condition and shall fill all trenches in which the pipe was laid so that the top thereof shall be level with the remainder of the land adjacent thereto.

8. The words "second party" and "Central Kentucky Natural Gas Company" shall be construed to mean Central Kentucky Natural Gas Company and its employees, agents or servants.

IN WITNESS WHEREOF the University of Kentucky has hereunto set its hand by Richard C. Stoll, Chairman of its Executive Committee and has caused his act to be attested and its corporate seal affixed by D. H. Peak, its Secretary, and Central Kentucky Natural Gas Company has hereunto set its hand by T. J. Tonkin, Jr., its Vice President, and has caused his act to be attested by F. A. Jesser, its Secretary, at Lexington, Kentucky the day and year first above mentioned.

UNIVERSITY OF KENTUCKY

(Signed) By Richard C. Stoll
CHAIRMAN OF EXECUTIVE COMMITTEE

ATTEST:

D. H. Peak
SECRETARY

CENTRAL KENTUCKY NATURAL GAS COMPANY

By T. J. Tonkin, Jr.
VICE PRESIDENT

ATTEST:

F. A. Jesser
Assistant Secretary

STATE OF KENTUCKY.

SS

COUNTY OF FAYETTE.

I, Hilda R. Crain, a Notary Public in and for Fayette County, Kentucky, do hereby certify that the foregoing agreement between University of Kentucky and Central Kentucky Natural Gas Company was produced to me in my office in the county and state aforesaid, and was acknowledged by Richard C. Stoll, Chairman of the Executive Committee of the University of

Kentucky to be the act and deed of the University of Kentucky, and in my presence his act was attested and the corporate seal of the University of Kentucky affixed thereto.

Whereupon the said agreement and this my certificate are certified to the proper office for record.

Given under my hand and seal of office this the 25th day of October, 1938.

My commission expires July 28, 1942.

(Signed) Hilda R. Crain
NOTARY PUBLIC, FAYETTE CO.
KY.

STATE OF KENTUCKY.
SS
COUNTY OF FAYETTE.

I, Ida Lee Odor, a Notary Public in and for Fayette County, Kentucky, do hereby certify that the foregoing agreement between the University of Kentucky and the Central Kentucky Natural Gas Company was produced to me in my office in the county and state aforesaid, and was acknowledged by T. J. Tonkin, Jr., Vice President to be the act and deed of Central Kentucky Natural Gas Company, and in my presence his act was attested and the corporate seal of Central Kentucky Natural Gas Company affixed thereto.

Whereupon the said agreement and this my certificate are certified to the proper office for record.

Given under my hand and seal of office this the 25th day of October, 1938.

My commission expires: May 13, 1942.

(Signed) Ida Lee Odor
NOTARY PUBLIC, FAYETTE CO.

Lexington, Kentucky)
) Sct.
County of Fayette)

I, S. H. Lewis, Clerk of the County Court of Fayette County, in the State of Kentucky, do hereby certify that on this day the foregoing instrument of writing an agreement between University of Kentucky, a corporation, and Central Kentucky Natural Gas Company, a Kentucky corporation, was produced to me in my office, and ordered to record; whereupon the same with certificates thereon endorsed, and this my certificate, have been duly recorded in my office.

Witness my hand this 31st day of October, 1938.

(Signed) S. H. Lewis, Clerk
 " Lucile H. Moore, D.C.

Recorded in Deed Book 304, page 587.

15. Storm and Sanitary Sewer.

The President presented the following letter from Dean Cooper:

Lexington, Ky.
October 5, 1938

President Frank L. McVey
University of Kentucky

Dear President McVey:

Mr. McGruder, city engineer, has requested that permission be given to install a relief storm and sanitary sewer across the Experiment Station farm, entering approximately 70 feet west of Lafayette Avenue, and crossing the farm to a point approximately 110 feet south of the corner of the Experiment Station farm and the Curtis property.

I wish to recommend that permission be given for this crossing, provided no damage is done to the farm, and provided further that the top soil is saved separately and that the ground is properly sodded in accordance with the directions of the Director.

(Signed) Thomas Cooper
Dean and Director.

On motion, duly seconded and carried, the request of the City Engineer as set out in above copied letter was granted. The contract, satisfactory to Dean Thomas P. Cooper, is to be presented to Judge Richard C. Stoll, Chairman of Executive Committee, for approval and execution for the University.

16. W. P. A. Projects.

a. Animal Pathology Building

Dean Cooper reported:

November 1, 1938

President Frank L. McVey
University of Kentucky

Dear President McVey:

In accordance with our telephone conversation of the other day, and the previous authorizations which you had given me, I am proceeding with the attempt to secure funds from the WPA for an Animal Pathology building. The proposal involves the payment of \$25,000 upon the part of the Experiment Station.

In accordance with our discussions in the summer, I have utilized Frankel and Curtis as architects in preparing the drawings and specifications and the information that is required. It may be that a definite authorization is needed for the services of Frankel and Curtis as architects. They have assisted with the plans for this proposed building for a period of almost two years, and I should like to have their services if possible.

(Signed) Thomas Cooper
Dean and Director.

On motion duly seconded and carried, Dean Cooper was authorized to proceed with his efforts to secure funds for Animal Pathology Building from Works Progress Administration. His action in securing services of Frankel and Curtis as architects was approved, and he was authorized to continue the employment of this firm of architects for completion of the work on the project.

b. Service Building -- Robinson Station.

Dean Cooper's letter:

November 1, 1938

President Frank L. McVey
University of Kentucky

Dear President McVey:

I wish to have authorization to proceed with the arrangements with the WPA for the construction of a service building, which is to contain an auditorium, at the Robinson Sub-Station. With the funds which will be available from the Robinson Sub-Station, and from a gift which has been promised for this purpose, we shall have approximately \$11,000. May I have authorization to proceed with the development of this building within the funds which are available.

(Signed) Thomas Cooper
Dean and Director.

On motion duly seconded and carried, Dean Cooper was authorized to proceed with his efforts to secure W. P. A. project for the Service Building and to proceed with development of the building.

17. Test Well Ordered Drilled.

President McVey stated that he and Dean Graham had discussed the advisability of drilling wells on the campus for additional water supply. He filed the following report of Dean Graham:

November 1, 1938

President Frank L. McVey
University of Kentucky

My dear President McVey:

We have discussed heretofore the proposal to drill a test well within the valley back of the Law Building to ascertain if a sufficient supply of water can be obtained thus to cool this building during the summer sessions and at the same time obtain the necessary pure water for a swimming pool.

In accord therewith, we have secured prices for this proposed drilling and attach hereto the information in the form of a requisition for your attention. Any supply of water that may be found at this time will be a safe test, because of the recent lack of rain. If the proposed well should develop a supply of fifty gallons per minute or more, it could be considered a success and a comprehensive program could be predicated upon it.

(Signed) James H. Graham
Dean

b. Specifications:

October 25, 1938

- 1 Deep well, 8" in diameter, 250' deep @ 1.75/ft. Includes setting of casing down through the top dirt or overburden to the solid rock, casing to be furnished by University. This well is to be dug near the Student Union Building.

The above unit price is to govern in the event of additions up to 300', or deductions, depending on conditions as determined.

c. Bids

1. The Stanhope Wiedeman Company

THE STANHOPE WIEDEMAN COMPANY

Sept. 30, 1938

Mr. E. B. Farris,
College of Engineering
University of Kentucky
Lexington, Kentucky.

Dear Mr. Farris:

Regret that I was unable to see you relative to your valued inquiry in connection with an 8" well. Am leaving town Saturday morning but expect to return not later than Wednesday of next week.

This size hole will cost \$1.75 per foot to a depth not exceeding 300 feet. This price includes the setting of casing down through the top dirt or overburden to the solid rock, it being understood that the casing is to be furnished by you. In the event the required pumping equipment is purchased from us we will set and install this for no extra charge. We sell the A. D. Cook deep well pump.

We would be pleased to hear further from you.

(Signed) By The Stanhope Wiedeman Co.
Stanhope Wiedeman
Pres.

2. G. S. Brown

G. S. BROWN
226 Kentucky Avenue
Lexington, Ky.

October 1, 1938

Mr. Farris,
University of Kentucky,
Lexington, Ky.

Dear Mr. Farris:

For your information in regard to drilling 8 and 10" holes, not to exceed 300', I quote you the following

price per foot:

8" holes	\$2.50 per foot
10" " "	5.00 " "

The above prices include casing for casing out surface water or casing placed 3 feet into rock formation. Also equipment and labor for making an approximate test of flow in well by using an air lift. It is advisable when drilling in this rock formation to drill hole 2" larger than the pump to be used. This is a customary procedure in our oil fields where we install casing.

If I can be of any further help, please advise.

(Signed) G. S. Brown

d. Resolution.

On motion and second, the report of Dean Graham was approved, and the President was authorized to have drilled a well, as set out in the Dean's report and the specifications filed. The Business Agent was directed to draw requisition and submit it with the above set out bids to the State Division of Purchases.

18. P. W. A. Construction.

a. Completion of Docket Ky.-1013-2-D.

A report from Dean Graham's office showed necessary excess in expenditures over authorized amount of \$5361.18 in order to complete Docket No. Ky.1013-2-D. The expenditures were approved, the amount to be advanced from any surplus available. This being done, the final grant from P. W. A. will be \$16,102.57.

b. Docket Ky-1305-F.

1. Heating and Ventilating Equipment within the Addition to Boyd Hall.

(w) Letter of Dean Graham.

November 1, 1938

President Frank L. McVey
University of Kentucky

My dear President McVey:

At 3:00 p.m. October 28, 1938, bids were received, opened and publicly read in your office for Contract No. 1030 P.W.A. Docket No. KY-1305-F. This Contract as advertised comprises the furnishing and installing of the heating and ventilating equipment within the addition to Boyd Hall. Five bids were received and opened and these I hand you herewith together with an authenticated summary sheet.

You will note that Joe Bender and Sons of Lexington, Kentucky, was the low bidder in the sum of \$8,400. I therefore recommend that this Contract be awarded to this firm in due form.

(Signed) James H. Graham
Dean

(x) Base Bids

<u>Companies Bidding</u>	<u>Base Bids</u>
Charles Nicholas, Louisville, Ky.	\$9710.00
Robert Neal, Lexington, Ky.	9418.13
Reliance Engr. Co., Charlotte, N.C.	9889.00
Joe Bender & Sons, Lexington, Ky.	8400.00
L. E. Stevens Co., Cincinnati, Ohio	9315.00

(y) Resolution Filing Bids.

WHEREAS, pursuant to advertisement, bids for the installation of the Heating and Ventilating Work at the Women's Dormitory have been filed by the following Bidders:

Charles Nicholas, Louisville, Kentucky
 Robert Neal, Lexington, Kentucky
 Reliance Engineering Company, Charlotte, North Carolina
 Joe Bender & Sons, Lexington, Kentucky
 L. E. Stevens Company, Cincinnati, Ohio

that said bids have been duly received, opened and publicly read:

NOW, THEREFORE, BE IT RESOLVED THAT THE BIDS listed in the preamble hereof be filed and presented to Col. James H. Graham, Chief Engineer, University of Kentucky, and that the said Chief Engineer is hereby directed forthwith to tabulate said bids, and at the earliest practicable moment, report to this Executive Committee of the Board of Trustees of the University of Kentucky his findings as to the lowest and best bid.

(z) 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 installation of the Heating and Ventilating work at the Women's Dormitory and has duly made his recommendation to this Executive Committee of the Board of Trustees, University of Kentucky and it appearing from said recommendations and report that Joe Bender & Sons, Lexington, Kentucky, is the lowest and best Bidder for the Heating and Ventilating Work at the Women's Dormitory, in the sum of \$8,400.00; and that this Executive Committee of the Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Joe Bender & Sons, Lexington, Kentucky, is the lowest and best bid:

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

Section 1: That the bid of Joe Bender & Sons for the installation of the Heating and Ventilating Work at the Women's Dormitory in the sum of \$8,400.00, is hereby accepted, determined and declared to be the lowest and best bid; however, this award shall not be effective until the awardee shall have been notified in writing of such award by the Chief Engineer, the authorized representative of the Board of Trustees, University of Kentucky. That upon the awardee being so notified in writing 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 Richard C. Stoll is hereby authorized and directed to execute said contract in the name of and for and on behalf of the Board of Trustees, University of Kentucky.

2. Electrical Work within the Addition to Boyd Hall.

(w) Letter of Dean Graham

November 1, 1938 .

President Frank L. McVey
University of Kentucky

My dear President McVey:

At 3:00 p.m. October 28, 1938, bids were received opened and publicly read in your office for Contract No. 1040, P. W. A. Docket No. KY-1305-F. This Contract as advertised consists of the electrical work within the addition to Boyd Hall. Seven bids were received for this work and these I hand you herewith together with an authenticated summary sheet.

You will note that the Allen-Harper Electrical Engineering Corporation of Lexington, Kentucky, was the low bidder on this Contract in the sum of \$12,395.00, and that the Brock Electric Company of Lexington, Kentucky, was the next low bidder in the sum of \$12,765.00.

I also invite your attention to a copy of a letter we have received since this opening from the local union of electrical workers, wherein they protest the award of this Contract to the low bidder, claiming that this firm operates an open shop. For your information, I can state (a) that the wage scale included within the contract documents as advertised was in accord with the local union scale of wages and the contractor must comply therewith, (b) that the Allen-Harper Company has executed other electrical contracts upon this campus in a satisfactory manner, (c) that we have discussed this situation with the general contractor on this building, the F. W. Owens Company, who work on a closed shop basis, and they have not expressed any dissatisfaction with the circumstances of this low bidder operating on an open shop basis within this building, and (d) that, in so far as our information extends, the Brock Electric Company is the only electrical contractor within the Lexington district who operates solely on a closed shop basis.

While it is impossible to forecast labor developments at this time and despite the fact that the completion of the building may be delayed because of labor troubles, I recommend the award of this Contract No. 1040 to the Allen-Harper Engineering Corporation in the sum of \$12,395.00 in due form.

(Signed) James H. Graham
Dean

(x) Base Bids

<u>Companies Bidding</u>	<u>Bids</u>
Beltzhoover Elect. Co. Louisville, Ky.	\$15,336.00
Thirlwell Elect. Co., Louisville, Ky.	14,029.00
Link Electric Co., Louisville, Ky.	14,250.00
Brock Elect. Co., Lexington, Ky.	12,765.00
Allen-Harper Elect. Engr. Corp., Lexington, Ky.	12,395.00
The Fogarty Elect. Co., Cincinnati, Ohio	12,998.00
The Ginn Elect. Co., Cincinnati, Ohio	12,921.00

(y) Resolution Filing Bids

WHEREAS, pursuant to advertisement, bids for the installation of the Electrical Work at the Women's Dormitory have been filed by the following bidders:

Beltzhoover Electric Company, Louisville, Kentucky
 Thirlwell Electric Company, Louisville, Kentucky
 Link Electric Company, Louisville, Kentucky
 Brock Electric Company, Lexington, Kentucky
 Allen-Harper Electrical Engineering Corp., Lexington, Kentucky
 The Fogarty Electric Company, Cincinnati, Ohio
 The Ginn Electric Company, Cincinnati, Ohio

that said bids have been duly received, opened and publicly read:

NOW, THEREFORE, BE IT RESOLVED that the bids listed in the preamble hereof be filed and presented to Col. James H. Graham, Chief Engineer, University of Kentucky, and that the said Chief Engineer is hereby directed forthwith to tabulate said bids, and at the earliest practicable moment, report to this Executive Committee of the Board of Trustees of the University of Kentucky his findings as to the lowest and best bid.

(z) 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 installation of the Electrical Work at the Women's Dormitory and has duly made his recommendation to this Executive Committee of the Board of Trustees, University of Kentucky, and it appearing from said recommendations and report that the Allen-Harper Electrical Engineering Corporation, Lexington, Kentucky, is the lowest and best Bidder for the Electrical Work at the Women's Dormitory, in the sum of \$12,395.00; and that this Executive Committee of the Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Allen-Harper Electrical Engineering Corporation, Lexington, Kentucky, is the lowest and best bid:

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

Section 1: That the bid of Allen-Harper Electrical Engineering Corporation for the installation of the Electrical Work at the Women's Dormitory in the sum of \$12,395.00; is hereby accepted, determined and declared to be the lowest and best bid; however, this award shall not be effective until the awardee shall have been notified in writing of such award by the Chief Engineer, the authorized representative of the Board of Trustees, University of Kentucky. That upon the awardee being so notified in writing 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 Richard C. Stoll, is hereby authorized and directed to execute said contract in the name of and for and on behalf of the Board of Trustees, University of Kentucky.

3. Construction of Biological Sciences Building.

(w) Letter of Dean Graham.

November 3, 1938

President Frank L. McVey
University of Kentucky

My dear President McVey:

At 3:00 p.m. of October 28, 1938, bids were received, opened and publicly read in your office for Contract No. 2100, P. W. A. Docket No. KY-1305-F. This Contract included the construction of the central tower and the west wing

of the Biological Science Building and the plumbing work for it. I hand you herewith the bids as received and an authenticated summary sheet of these.

You will note that six bids were offered on this Contract, with Gilson-Taylor, Inc., Lexington, Kentucky, as the low bidder in the sum of \$242,600.00, while the Central Contracting Company of Nashville, Tennessee, was the high bidder in the sum of \$284,167.00.

You will note also that we included in the advertised specifications six alternates or deductions from the base bid, in order to adjust the total cost of this building to the gross docket, if the bid prices rendered it advisable. Alternate No. 1 is for the omission of the center wing, or middle leg of the "E", which includes an assembly hall and a reading room. The Gilson-Taylor price on this alternate is in the sum of \$19,860.00. I recommend the rejection of this alternate, as the sum named makes the cost of this wing only sixteen cents per cubic foot, which includes furniture. I do not believe you could ever again complete this portion of the building for much less than \$30,000.00.

However, I recommend the acceptance of Alternates Nos. 3 and 4, or a combined reduction of \$5,989.00 from the base bid of \$242,600.00.

Therefore, we recommended the award of this Contract No. 2100 to Gilson-Taylor, Inc., of Lexington, Kentucky, in the sum of \$236,611.00 in due form.

(Signed) James H. Graham
Dean

(x) Base Bids.

<u>Companies Bidding</u>	<u>Bids</u>
Sullivan & Cozart, Louisville, Ky.	\$273,708.00
Gilson-Taylor, Inc., Lexington, Ky.	242,600.00
Central Contracting Co., Nashville, Tenn.	284,167.00
A. L. Coupe Const. Co., Inc. Louisville, Ky.	265,542.00
Whittenberg Const. Co., Louisville, Ky.	275,800.00
F. W. Owens Co., Louisville, Ky.	274,600.00

(y) Resolution Filing Bids.

WHEREAS, pursuant to advertisement, bids for the construction of the Biological Sciences Building have been filed by the following Bidders:

Sullivan & Cozart, Louisville, Kentucky
 Gilson-Taylor, Inc., Lexington, Kentucky
 Central Contracting Company, Nashville, Tennessee
 A. L. Coupe Construction Co., Inc., Louisville, Kentucky
 Whittenberg Construction Company, Louisville, Kentucky
 F. W. Owens Company, Louisville, Kentucky

that said bids have been duly received, opened and publicly read:

NOW, THEREFORE, BE IT RESOLVED that the bids listed in the preamble hereof be filed and presented to Col. James H. Graham, Chief Engineer, University of Kentucky, and that the said Chief Engineer is hereby directed forthwith to tabulate said bids, and at the earliest practicable moment, report to this Executive Committee of the Board of Trustees of the University of Kentucky his findings as to the lowest and best bid.

(z) Resolution Awarding Contracts.

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 construction of the Biological Sciences Building and has duly made his recommendation to this Executive Committee of the Board of Trustees, University of Kentucky, and it appearing from said recommendations and report that the Gilson-Taylor, Inc., Lexington, Kentucky, is the lowest and best Bidder for the construction of the Biological Sciences Building, in the sum of \$242,600.00; and that this Executive Committee of the Board of Trustees, University of Kentucky, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Gilson-Taylor, Inc., Lexington, Kentucky is the lowest and best bid.

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

Section 1: That the bid of Gilson-Taylor, Inc., for the construction of the Biological Sciences Building in the sum of \$242,600.00 is hereby accepted, determined and declared to be the lowest and best bid; however, this award shall not be effective until the awardee shall have been notified in writing of such award by the Chief Engineer, the authorized representative of the Board of Trustees, University of Kentucky. That upon the awardee being notified in writing 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 Richard C. Stoll, is hereby authorized and directed to execute said contract in the name of and for and on behalf of the Board of Trustees, University of Kentucky.

19. 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

Clifford Rader and Thornton Anderson, Graduate Assistants in Department of Political Science, for first semester, 1937-38; salary \$100.00 each for the semester.

Martha Greer, clerk at Western Kentucky Sub-Station, salary \$75.00 a month, effective October 1, 1938.

C. O. Bondurant, Graduate Assistant, College of Agriculture, salary \$60.00 a month, payable from funds of General Education Grant; effective October 1, 1938.

Resignation

D. Cecil Culbertson, Graduate Assistant, Department of Political Science, appointment approved at meeting of June 29, 1938, resignation received September, 1938.

Resignation Rescinded

The order accepting the resignation of Dr. O. H. Pinney, entered under head of resignations Sec. 18, Minutes of September 20, 1938, is rescinded and held for nought, Doctor Pinney having made application to withdraw his request for resignation.

Leaves of Absence

C. W. Hackensmith, Assistant Professor, Department of Physical Education, granted sabbatical leave of absence on half pay for year 1939-40. He expects to work toward completion of doctor's degree.

A. J. Lawrence, College of Commerce, granted sabbatical leave of absence on half pay for year 1939-40. He expects to study toward completion of doctor's degree.

Dr. J. Holmes Martin, College of Agriculture, granted leave

of absence for one year without pay, effective January 1, 1939. On or before June 1, 1939, he is to notify the dean of the College of Agriculture as to his intention of returning to his work in that College. Doctor Martin has received a provisional appointment as director of the Poultry Regional Research Laboratory, at East Lansing, Michigan.

Bess Parry, granted leave of absence without pay from November 1, 1938, to June 1, 1939. She expects to attend Columbia University.

Appointments

Extension Division

Helen Logsdon, clerk in the Extension Division, office of the State Agent, effective October 1, 1938, at a salary of \$75.00 a month.

James B. Smathers, Field Agent in Dairying, Extension Division, effective November 1, 1938, or as soon thereafter as he may report for duty.

Frank Smith, to do recreational work in the mountain area with headquarters at Robinson Sub-Station, salary \$85.00 a month, plus transportation while in the field; effective October 1, 1938.

Mary Elizabeth Meador, Home Demonstration Agent, Todd County, effective November 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead Funds.

Phillip G. Grimwood, County Agent, Laurel County, effective October 15, 1938 to June 30, 1939, salary \$141.66-2/3 a month, payable from Bankhead and Offset to Federal Funds.

Guy F. Boyd, County Agent, Owsley County, effective October 15, 1938 to June 30, 1938, salary \$125.00 a month, payable from Bankhead and Offset to Federal Funds.

Maurice K. Williams, Assistant County Agent, Kenton County, effective October 17, 1938 to June 30, 1939, salary \$100 a month, payable from Bankhead Funds.

Raymond E. Nute, County Agent, Lewis County, effective November 1, 1938 to June 30, 1939, salary \$183.33-1/3 a month, payable from Bankhead and Offset to Federal Funds.

Raymond D. Ridley, County Agent, Ohio County, effective October 10, 1938 to June 30, 1939, salary \$225.00 a month, payable from Bankhead and Offset to Federal Funds.

Ernest L. Janes, County Agent, Owen County, effective October 1, 1938 to June 30, 1939, salary \$191.66-2/3 a month, payable from Bankhead and Offset to Federal Funds.

Clay A. Colson, County Agent, Letcher County, effective October 1, 1938 to June 30, 1939, salary \$137.50 a month, payable from Capper-Ketcham and Offset to Federal Funds.

Camille B. Hedges, Home Demonstration Agent, Webster County, effective October 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead Funds.

William D. Kleiser, County Agent, Greenup County, effective July 1, 1938 to June 30, 1939, salary \$175.00 a month, payable from Bankhead and Offset to Federal Funds.

John B. Watts, County Agent, Carlisle County, effective October 10, 1938 to June 30, 1939, salary \$125.00 a month, payable from Bankhead and Offset to Federal Funds.

Jewell A. Wheeler, County Agent, Webster County, effective October 10, 1938, to June 30 1939, salary \$158.33-1/3 a month, payable from Bankhead and Offset to Federal Funds.

William O. Hubbard, Assistant County Agent, Union County, effective October 16, 1938 to June 30, 1939, salary \$100.00 a month, payable from Bankhead Funds.

Raymond H. Gilbert, Assistant County Agent, Ohio County, effective September 1, 1938 to June 30, 1939, salary \$166.66-2/3 a month, payable from Capper-Ketcham Funds.

Mrs. Elizabeth H. Hatcher, Assistant Home Demonstration Agent, South Madison-Rockcastle Counties, effective September 26, 1938 to June 30, 1939, salary \$125.00 a month, payable from Bankhead Funds.

Loretta M. Wyatt, Home Demonstration Agent, Graves County, effective September 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead and Offset to Federal Funds.

Leone Gillett, Home Demonstration Agent, Henderson County, effective October 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead and Offset to Federal Funds.

Martha Frances Duvis, Asst. Home Demonstration Agent, Franklin County, effective October 1, 1938 to June 30, 1939, salary \$100.00 a month, payable from Bankhead Funds.

Justus L. Ellis, County Agent, Monroe County, effective July 1, 1938 to June 30, 1939, salary \$175.00 a month, payable from Bankhead and Offset to Federal Funds.

Wallace Coffey, County Agent, Menifee County, effective September 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead and Offset to Federal Funds.

Shirley W. Anderson, County Agent, Jefferson County, effective July 1, 1938 to June 30, 1939, salary \$308.33-1/3 a month, payable from Bankhead and Offset to Federal Funds.

Jewell A. Wheeler, County Agent, Carlisle County, effective September 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead-Jones and Offset to Federal Funds.

Ruth Hicks, Home Demonstration Agent, Greenup County, effective October 1, 1938 to June 30, 1939, salary \$150.00 a month, payable from Bankhead-Jones Funds.

Resignations

Ruth Taylor, Home Demonstration Agent, Henderson County, effective October 1, 1938.

Carolyn Graham, Home Demonstration Agent, Todd County, effective October 31, 1938.

George F. Mayo, County Agent, Laurel County, effective October 15, 1938.

E. A. Johnson, Field Agent in Markets, effective September 30, 1938.

Harry D. Rice, County Agent, Henry County, effective November 15, 1938.

On motion, duly seconded, the Committee adjourned.

D. H. Peak
Secretary, Board of Trustees