

Minutes of the regular meeting of the Executive Committee of the Board of Trustees, University of Kentucky, for July 23, 1919.

The Executive Committee of the Board of Trustees, University of Kentucky, met in regular monthly session in the President's office at the University at 11:00 o'clock a. m., Wednesday, July 23, 1919. On roll call the following members were present: R. C. Stoll, R. G. Gordon and P. P. Johnston, Jr. President F. L. MoVey and Wellington Patriok, Secretary of the Board, were also present.

(1) R. C. Stoll elected Chairman of the Executive Committee. On motion by Mr. Gordon seconded by Mr. Johnston, R. C. Stoll was elected chairman of the Executive Committee for the fiscal year ending July 1, 1920.

(2) Contract for a University Book Store. On motion duly made and seconded, the President was authorized to enter into the following contract with Mr. J. Frank Battzile of Lexington, Kentucky, for the operation of a University Book Store:

WHEREAS a committee has been appointed by the President of the University of Kentucky to look into the question of the advisability of establishing upon the campus a store for the handling of books and other materials used by the student body, to locate a room in which to operate a store for that purpose and to find a manager who would take charge of same on terms that might be agreed between such person and the University authorities, and whereas the University committee has arranged to use the room at the north-east corner of the basement of the Main Building, and arrangements have been made with J. Frank Battzile to take charge of and handle the business upon terms hereinafter set out,

NOW, THEREFORE, this contract, made and entered into by and between J. Frank Battzile as party of the first part and the University of Kentucky as party of the second part,

WITNESSETH: that the said party of the first part will become manager of the said store and store room and will furnish all the necessary capital for conducting the business. That party of the second part shall furnish said room for the business, including heat, light and water, for which no charge will be made and the party of the first part shall furnish all equipment necessary

to conduct the business. It is agreed and understood by both parties, so far as the handling of books is concerned, only new books will be sold except in special cases when the faculty committee consents to the sale of second-hand books. That said party of the first part, for his commission on all sales shall not exceed ten per cent of the cost price of books and upon other articles as may be agreed upon by the parties to this contract.

As to what articles may be sold other than books, will be a matter which shall from time to time be submitted to and decided by the committee above referred to. It is further agreed and understood that the entire business carried on between the parties hereto, shall be constantly open for inspection by the said committee, and there shall be an audit of the accounts made by the business manager of the University, at such time as may be agreed upon by the party of the first part and the said committee.

It is further agreed that all books ordered by the University instructors for classes shall be ordered thru this business management and he, the manager, shall act promptly upon all orders when sent in, so as to have them filled and ready for use when required by those giving the orders. It is further understood that the contract between the parties hereto shall be terminated at any time that it may appear unsatisfactory to either, when it is so recommended to the President of the University, and receives his approval.

It is further understood that no indebtedness of any kind shall be made by the said manager on University account; nor shall he receive any compensation for services from the University.

IN WITNESS WHEREOF the parties hereunto set their hands this July _____, 1919.

University of Kentucky,

President

(3) Miss Carrie Bean Employed in Book Store and Postoffice.
A motion was made, seconded, and adopted that Miss Carrie Bean be employed by the University as post mistress at a salary of \$600 a year and that she be given the privilege of being employed in the book store by Mr. Battaile.

(4) Contract for Coal. Bids for the purchase of coal were presented to the Committee and after consideration the President of the University was authorized to enter into a contract with the Kinkead Coal Company of Lexington, Kentucky, for the purchase of coal for the coming year provided a contract satisfactory to the President is entered into.

(5) Doctor Patterson's Claim. A communication from Dr. James K. Patterson regarding his claim against the University was read to the Committee and ordered filed.

(6) Purchase of Land. Authority was given for the purchase of two houses and four lots on Rose street at the rear of the Experiment Station, known as the Havenhill property and the Grimes property, the Havenhill property to cost \$5,300 and the Grimes property \$6,700. Authority was given the President to purchase the Shurfius lot at the end of the Mulligan property on the corner of Rose street and Washington avenue at an approximate cost of \$2,000.

(7) Tax on Salaries of Extension Division Employees. A communication was read from Dean Cooper regarding federal income tax on salaries of employees of the Extension Division in which the point as to whether they were State or Federal employees was raised. The matter was referred to the President with the request that he give a statement of facts to the Treasury Department.

(8) Land for Fraternity Houses. A communication was read from A. E. Ewan of the Mu Iota Chapter of the Alpha Tau Omega Fraternity submitting a proposed contract for rent of land for fraternity houses. The Secretary of the Board was directed to have prepared copies of the proposed contract and sent to the members of the Committee for consideration.

(9) Changes in Organization of Experiment Station and College of Agriculture. The following changes in the organization of the Experiment Station and College of Agriculture were recommended by the President and approved by the Committee:

1. Professor J. J. Hooper, Professor of Animal Husbandry, Head of Department of Animal Husbandry (dairy cattle, horses and poultry) to Professor of Animal Husbandry, in charge of Dairying and Dairy Manufactures.

2. Professor W. S. Anderson, Professor of Genetics and Assistant in Horse Husbandry, to Professor of Genetics, in charge of Horse Husbandry.

3. J. H. Martin, Assistant Professor in Poultry Husbandry, to Assistant Professor in Poultry Husbandry, in charge of Poultry Husbandry.

4. E. S. Good, Chairman of Animal Industry Group, Professor of Animal Husbandry, Head of Department of Animal Husbandry, (beef cattle, sheep and swine), to Chairman of Animal Industry Group, Professor of Animal Husbandry and in charge of Animal Husbandry in the Experiment Station.

The other members of the Department of Animal Husbandry are not affected by the changes.

The foregoing changes do not involve demotions or promotions. They do, however, provide for the greatest freedom in the work of the Institution and make possible the elimination of certain duplication of effort and at the same time materially strengthen the Animal Husbandry Department as a whole.

(10) Professor C. W. Mathews. President McVey reported to the Committee that Professor C. W. Mathews, who has been on duty with the United States Bureau of Education for the past year had returned to duty on July 1, 1919, as Head of the Department of Horticulture.

(11) Appointments, Transfers, Resignations, Changes in Status, and Leave of Absence. The following list of appointments, transfers, and resignations, changes in status and leave of absence was recommended by the President and approved by the Committee:

Appointments

Fellowships, Scholarships, Assistantships. Bessie T. Conkright, fellowship in History; Louis Reusch, fellowship in Botany; E. E. Gotherman, scholarship in Education; C. H. Denker, scholarship in Law; L. C. Werking, W. J. Edmonds, Lelah Gault, assistantships in Chemistry; C. B. Fisher, assistantship in Economics; W. E. Armentrout, assistantship in Mathematics; Virginia Graham, assistantship in Psychology; L. A. Taylor, assistantship in Physics; R. C. Miller, assistantship in Agriculture; W. L. Threlkeld, assistantship in Bacteriology.

Appointment of Miss Aileen Kavanaugh, stenographer in the Stenographic Bureau, effective June 16, 1919, at a salary of \$60 a month.

Appointment of Miss Irene H. Clopton, stenographer in the Stenographic Bureau, at a salary of \$65 a month, effective June 23, 1919, and transferred to the Department of University Extension, effective July 1, 1919.

Appointment of E. E. Kelley, assistant in the Department of Zoology, at a salary of \$30 a month.

Appointment of James Byron Kelley as Professor of Agricultural Engineering, College of Agriculture, at a salary of \$2,300 a year, effective August 15, 1919, on a twelve months' basis. He received the degree of B. S. in M. E. from Iowa State College in June, 1912, and the degree of B. S. in Agricultural Engineering from the same college in June 1913. Since September 1912, he has been connected with the Agricultural Engineering Department of the Iowa College of Agriculture and since 1917, with the rank of assistant professor. During that period, he has had entire charge of the work in farm engineering and farm motors and has also developed work in farm structures and dairy engineering.

Appointment of Wellington Patrick as Director of the Department of University Extension. For the past year and a half he has been Secretary to the President of the University. He is a graduate of George Washington University, Washington, D. C., with the degrees of A. B. and A. M. in Education.

Appointment of W. S. Hamilton as Professor of Law, effective with the beginning of the next semester, at a salary of \$2,200 a year. He is a graduate of the University of Kentucky with an A. B. degree. He taught two years at this Institution in the Department of Education. He was a Rhodes scholar and was graduated in law from Oxford University. Upon his return from England, he entered the firm of Barrett, Allen and Atchison, and has been with them for more than five years. He served several months during that time in the navy. He is Secretary of the Rhodes Scholarship Committee in Kentucky. At the present time he is attending summer school in law at Chicago University for the purpose of studying methods and policies in law school work.

Appointment of G. C. Buchheit, instructor in Physical Education, for the year 1919-20, at a salary of \$1,650, to be paid from the funds of the Athletic Association.

Appointment of Miss Lois Warren, stenographer in the Stenographic Bureau, at a salary of \$70 a month, effective July 7, 1919. She is employed to handle the work of the Memorial Building Committee.

Appointment of C. J. Humphreys, instructor in Physics, at a salary of \$800 a year, effective at the beginning of next semester.

Appointment of Dr. Harry Best as Professor of Sociology to handle Red Cross courses in the University which will be given during the coming year, at a salary of \$2,000 a year, to be paid by the American Red Cross. Doctor Best was born in Millersburg, Bourbon County, Kentucky, and is the son of Dr. Isaac Reynolds Best. In 1901 he received the A. B. degree from Centre College at Danville, Kentucky. In 1902 he received the degree of M. A. from Gallaudet College, where he was in training for teaching deaf and dumb. In 1902, he also received the degree of M. A. from George Washington University for work in Economics. In 1908 he received the M. A. degree from Columbia University for work in Social Economics and Political Science. In 1912 he received the degree of LL. B. from the New York Law School and in 1914 the degree of Ph. D. from Columbia University. For sometime past he has been engaged in settlement work in New York City

Appointment of Miss Dora Sonnenday, specialist in the Extension Division, for a period of one year, effective July 1, 1919, at a salary of \$1,800 a year. She is a graduate in Home Economics from the University of Cincinnati.

Reappointment of W. D. Sutton, farm demonstration agent, Boone County, Kentucky, for a period of twelve months, effective July 1, 1919, at a salary of \$1,700 a year.

Appointment of Miss Zula Ferguson, assistant home demonstration agent, Ballard County, Kentucky, for a period of two months, effective July 1, 1919, at a salary of \$75 a month.

Appointment of E. J. Gott, assistant professor of Bacteriology, for one year.

Reappointment of J. R. Mitchell, assistant professor of Chemistry, for one year.

Reappointment of Gordon Thurman, instructor in shops, for one year.

Reappointment of M. H. Bedford, assistant professor of Chemistry, for one year.

Reappointment of J. B. Dioker, superintendent of shops, for a period of three years. (Correction of minutes of Board of Trustees for June 17, 1919.)

Appointment of E. R. Wood as Assistant Professor of Education and Principal of the Model High School at a salary of \$1,800 a year, effective with the beginning of next semester. He has the degree of A. B. from Ohio University, a B. S. in Education from Ohio State Normal College, and the degree of A. M. in Education from Clark University. He was assistant and instructor in the Department of Paidology and Psychology in Ohio University for over a year. He was elected head of the Department of Education and Psychology there for the year 1917-1918 but resigned in July, 1917, and joined the colors. In the army he was psychological examiner. Since his discharge from the army he was Assistant Educational Director of the Tidewater District which embraces over twenty army and navy camps. He is 28 years of age and married. He takes the place of Professor Fred C. Walters who has resigned.

Appointment of Miss Mary Frierson of Knoxville, Tennessee, in the Model High School. She has just received her bachelor's degree in history at the State University. She has had all of her education and experience in the South except one term at Columbia University. She was graduated from a private school in Nashville, Tennessee, in 1902 and has taught since that time until the last two years which were spent at the University of Tennessee. She will have charge of all of the history and civics work, being well trained in this field as well as political science, sociology and economics. President Hoskins of the University of Tennessee says of her, "She was successful as a teacher and gave up her position to come to the University to complete her work. She is a very capable student, has a good personality, is thoro in whatever she undertakes and is by nature and by training well equipped for the work of teaching. I do not hesitate to recommend her to you heartily."

Appointment of Miss Viola Cosby Lewis as teacher of English in the Model High School. She is a native Kentuckian and a graduate of the University of Kentucky. She has had her teaching experience in the Louisville Public Schools. She attended the University of Chicago one year where she received her bachelor's degree.

Appointment of Miss Anne Lockhart as University nurse at a salary of \$100 a month for nine months. She is a graduate of a nurses' training school; has done hospital work in Philadelphia; has done private nursing in Lexington; had charge of a surgical hospital in Danville, Kentucky. She was with the Barrow Unit in France and England during the war.

Appointment of Miss L. Maybelle Cornell as instructor in Textiles and clothing, Department of Home Economics at a salary of \$1,500 a year on a ten months' basis, effective September 1, 1919. She is a graduate of Ohio State University, in 1919, with the degree of B. S. in Home Economics. She has had trade experience in dressmaking and has worked with retail trade.

Appointment of S. C. Jones as Superintendent of Experiment Fields at a salary of \$2,250 a year effective January 1, 1920. He was formerly employed in the Experiment Station leaving to take a position in Indiana. He is a graduate of the University of Kentucky (1908). In 1912 he was assistant professor of Agronomy in the University of Kentucky. In 1914, he accepted a position as Superintendent of Experiment fields in Indiana University.

Appointment of Samuel H. DeVault as instructor in Farm Management and Agricultural Economics at a salary of \$1920 a year, effective August 1, 1919. He is at present employed in the agricultural division of the Bureau of Census. He is 30 years of age. He received his master's degree from the University of North Carolina in 1915 and for a year was assistant in agricultural economics and rural sociology in that institution. In 1916, he entered the University of Missouri as a graduate student, taking work in economics, sociology and education. In January, 1917, he accepted the position of research assistant in agricultural economics in Massachusetts Agricultural College.

Appointment of W. D. Vallean as pathologist of the Experiment Station and with the title of assistant professor of pathology in the College of Agriculture, at a salary of \$2,100 a year, effective August 15, 1919. Doctor Vallean is a graduate of the University of Minnesota in 1913 and received his doctor's degree in 1917.

Appointment of Miss Eva Marie Boterf as instructor in Home Economics, College of Agriculture, effective September 1, 1919, at a salary of \$680 a year, on a ten months' basis with the equivalent of board and room additional.

Change in Status.

Promotion of Miss Frances Jewell from instructor to assistant professor at the same salary, effective with the beginning of next semester.

Professor E. F. Farquhar to be acting head of the English Department for the coming year.

Transfer of Miss Virginia Anderson to instructor in mechanical drawing, College of Engineering, effective with the beginning of the next semester, at a salary of \$900 a year.

Resignations

Resignation of Dr. P. E. Blumenthal, chemist in the Department of Chemistry at the Experiment Station, effective June 5, 1919. He resigns to engage in commercial work.

Resignation of Professor Mark Havenhill, Professor of Farm Mechanics, effective June 30, 1919. He resigns to engage in commercial work and has accepted a more lucrative position as Divisional Educational Director for the Cleveland Tractor Company.

Resignation of A. E. Ewan, superintendent of Experiment fields, effective December 31, 1919. He resigns to engage in more lucrative business work.

Resignation of Armiel Carman, county agent, Hickman County, effective July 1, 1919.

Resignation of L. S. Van Natta, county agent, Anderson County, effective June 30, 1919.

Resignation of Berlie Winton, county agent, Hancock County, effective July 1, 1919.

Resignation of Dr. Mabel L. Roc, assistant plant pathologist at the Experiment Station, effective June 30, 1919.

Resignation of C. R. Wilkey, county agent, Trigg County, effective July 1, 1919.

Leave of Absence

Sabbatical leave of absence is granted to T. T. Jones, Head of the Department of Ancient Languages for the scholastic year 1920-21, for the purpose of study in one of the American universities.

(12) Report of the Business Agent. The report of the business agent was read and ordered incorporated in the minutes. The report was as follows:

July 22, 1919

President Frank L. McVey,
University of Kentucky.

My dear President McVey:

I call your attention to the following matters, some of which you may desire to present to the Executive Committee:

Coal. The contract was let to the Kinkead Coal Company. I have given you the contract for presentation to the Executive Committee. We had no separate bid for delivery except a verbal one from the Kinkead Coal Company at 90¢ a ton during the summer months, and \$1.00 a ton during the winter months.

Commandant's House. The Commandant's House was sold to Joe Self for \$160.00. Payment has been made, and Mr. Self is to remove the house within thirty days.

Latrines Building Advertised. The Latrines Building on former camp site has been advertised for sale, but no bids have as yet been received.

Cash Received. We have received since July 1, 1919, \$25,916.03, State Tax, and \$6,532.59, Vocational Education Fund. These amounts are credits on last year's operations.

Collections for Summer School. The collections for Summer School amounts to \$2,380.00. That does not include the amount due for Government students, nor does it include any amount that may be due for the Red Cross Work. No report of that has been made to this office. In addition to this we have collected on 1919-1920 funds, \$4,322.25 interest on bonds. The \$42,750.00 Federal Fund has been received by the State Treasurer. It will be sent to the University Treasurer at once, according to information given me by Mr. Jones, Assistant State Auditor. The delay in Agricultural Appropriations Bill may cause some delay in payment of other Federal funds.

The General Education Board sent \$600.00 to the University as a 20% bonus to be paid to Professor McHenry Rhoads on 1918-1919 salary. It appears that a similar amount was allowed by the General Education Board on all salaries paid by it.

It has been necessary to execute a note of \$20,000.00 in order to prevent overdraft at the bank.

Financial Report. I am submitting herewith Financial Report in part, Vis., Report of Budget Ledger; Statement of Cash Receipts and Disbursements, and Statement of Income and Expenditures.

We have not closed our General Ledger for two reasons: First, the inventory is not yet completed, and second, we are expecting the Auditor and Marwick, Mitchell, Peat and Company at any time, and as this is the end of the first year after the new system has been in operation, we think it is advisable to have the benefit of his advice.

Garnishment of Laborers' Wages. On several occasions the wages of laborers employed by the University have been attached, and service has been made on the Business Agent. I attach a copy of such garnishment, (this one, however, has been settled). This is annoying and sometimes it causes us to have trouble with the employee. I would like to have the opinion of the Executive Committee as to whether or not the wages of employees of the University are exempt from attachment.

Respectfully,

D. H. Peak,

Business Agent.

Statement of Income and Expenditures.

Month of June, 1919.

Income	Previously Reported	Current Month	Fiscal Year To Date.
General Fund			
Federal Appropriation	\$42,750.00		\$42,750.00
Vocational Education Board.....	10,238.08		10,238.08
General Education Board.....	3,000.00		3,000.00
State Tax.....	269,698.50	\$8,541.70	278,240.20
Interest on Endowment Bonds..	9,452.50		9,452.50
Student Fees.....	17,083.72	131.59	17,215.31
Student Act. Athletic Asso..	3,401.21	(3.51)	3,397.70
Student Act. Kentucky Kernel	523.27	(.54)	522.73
Student Act. Y. M. & Y.W.C.A.	261.62	(.27)	261.35
Student Act. Lectures.....	174.40	(.18)	174.22
Miscellaneous Receipts.....	936.68	36.31	972.99
Rentals.....	315.00		315.00
Store Room Cash Sales.....	14.15		14.15
Military			
First Camp.....	24,983.81		24,983.81
Second Camp.....	145,670.95		145,670.95
Section "A".....	63,200.29		63,200.29
S. N. T. C.....	11,990.55		11,990.55
Salvage.....	12,676.07	15.25	12,691.32
Patterson Hall			
Board.....	15,435.54	801.42	18,236.96
Room Deposits.....	305.00	(135.00)	170.00
Key Deposits.....	63.50	(39.75)	23.75
Telephone Tolls.....	80.45	24.60	105.05
Miscellaneous Receipts.....	5.33		5.33
Total General Fund.....	632,260.62	11,371.62	643,632.24
Experiment Station			
Hatch-Federal Appropriation..	\$15,000.00		\$15,000.00
Milk and Butter Sales.....	11,121.48	1,308.34	12,429.82
Beef Cattle Sales.....	4,686.73	442.20	5,128.93
Dairy Cattle Sales.....	370.00	100.00	470.00
Sheep Sales.....	516.62		516.62
Swine Sales.....	4,506.25	816.55	5,322.80
Poultry Sales.....	1,907.32	224.40	2,131.72

Income	Previously Reported	Current Month	Fiscal Year To Date.
<u>Experiment Station (Continued)</u>			
Farm Produce Sales.....	\$6,774.98	\$6,774.98
Horticulture Sales.....	416.54	\$81.03	497.57
Seed Test.....	14.00	2.00	16.00
House Rent	834.98	74.00	908.98
Miscellaneous Receipts ...	1,295.50	30.00	1,325.50
Fees, Feeding Stuffs	42,064.40	3,731.00	45,795.40
Fees, Fertilizer and Tag Sales	54,181.99	857.50	55,039.49
Public Service, State Appropriation	15,650.00	1,500.00	17,150.00
Adams, Federal Appro.	15,000.00	15,000.00
Public Service, Miscella- neous Receipts	10.00	10.00
Serum Sales	32,541.51	3,496.75	36,038.26
Virus Sales	701.56	105.20	806.76
Live Stock Sales	1,973.30	635.25	2,608.55
Supply Sales	289.00	23.05	312.05
Serum, Mis. Receipts	158.47	43.05	201.52
State Appropriation	43,729.73	6,270.27	50,000.00
Creamery License Fees	1,578.00	135.00	1,713.00
Creamery Testers License Fees	476.50	158.50	635.00
Creamery Glassware, etc. Test	579.14	28.82	607.96
Creamery Misc. Receipts ..	2.50	2.50
Dept. Agri. Appro. U. S. Coop.	500.00	500.00
Total Experiment Station Fund	256,870.50	20,072.91	276,943.41

Trust Fund

Bennett Prize.....	\$20.00	\$20.00
Fleischman Scholarship....	<u>\$458.33</u>	<u>41.67</u>	<u>500.00</u>
Total Trust Fund.....	458.33	61.67	520.00

Income	:	:	:
	:	Previously	Current
	:	Reported	Month
	:		Fiscal Year
	:		To Date.
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<u>Extension Division</u>	:	:	:
Federal Smith-Lever.....	:	\$79,131.12	\$195.00
State Smith-Lever.....	:	34,173.49	3,532.75
Total Extension Division Funds	:	113,304.61	3,727.75
	:		117,032.36
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Gross Income.....	:	1,002,894.06	-35,233.95
	:		-1,038,128.01
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<u>Expenditures</u>	:	:	:
Instruction.....	:	187,288.01	25,519.06
Administration Expense.....	:	86,858.84	11,419.70
Patterson Hall Expense.....	:	19,823.30	4,436.89
General Expenditures.....	:	216,776.80	(138.84)
Experiment Station Expense.....	:	201,110.93	31,334.57
Extension Division Expense.....	:	89,486.00	15,123.51
	:	801,343.88	87,694.89
	:		889,038.77
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Net Income Carried	:	:	:
to Surplus Account	:	201,550.18	(52,460.94)
	:		149,089.24

Statement of Cash Receipts and Disbursements

June 30, 1919

Income	: Previously : Reported	: Current : Month	: Fiscal Year : To Date.
Cash in Bank and on Hand, May 31, 1919.....	\$90,060.27	\$18,412.46	\$108,472.73
Receipts			
General Fund Income.....	633,056.43	11,694.37	644,750.80
Experiment Station Income....	243,671.70	18,540.17	262,211.87
Extension Division Income....	113,304.61	3,727.75	117,032.36
Accounts Receivable.....	21,095.80	2,927.57	24,023.37
Old Material, etc., Sold.....	479.75	.50	480.25
Trust Fund Income.....	458.33	61.67	520.00
Students Uniform Account.....	342.65	342.65
Notes Payable.....	90,000.00	90,000.00
Refund on Insurance Premium..	10.03	10.03
Ret ^d Checks collected.....	56.38	56.38
Total Receipts.....	1,102,419.30	37,008.41	1,139,427.71
Total.....	1,192,479.57	55,420.87	1,247,900.44
Expenditures			
Accounts Payable.....	1,001,287.60	109,346.62	1,110,634.22
Notes Payable.....	65,000.00	65,000.00
Returned Checks.....	110.78	110.78
Total Expenditures.....	1,066,398.38	109,346.62	1,175,745.00
Cash in Bank and on Hand, June 30, 1919.....	126,081.19	(53,925.75)	72,155.44
Total.....	1,192,479.57	55,420.87	1,247,900.44

* Accounts Receivable to be applied to above overdraft, \$33,107.08

The matter of garnishment of salary referred to in Mr. Peak's report was ordered referred to the Attorney General for a decision when the opinion of Attorney General Logan was given consideration.

(13) Report of Patterson Hall Board of Control. The report of the Patterson Hall Board of Control was read and ordered incorporated in the minutes. The report was as follows:

July 23, 1919

President Frank L. McVey,

University of Kentucky.

My dear President McVey:

During the summer of 1918 a few improvements were made in Patterson Hall. Six extra bath tubs were installed in the bathrooms, a number of rooms were painted, and minor repairs were made.

In July the applications for rooms were so many that all the rooms in Patterson were filled and more girls were applying. It was deemed advisable to rent the building known as Maxwell Hall. The Board was asked to furnish this building and prepare it for occupancy by September 1. They did this at an approximate cost of one thousand dollars.

Mrs. Alfred Marshall was engaged to take charge of this annex but her sudden death in August left the place vacant. Mrs. Lydia Brown of Sharpsburg was engaged for the place at a salary of fifty dollars a month, for ten months.

The year opened with Miss Adelaide E. Crane in charge as House Director and Miss Margaret Stevens as dietitian at Patterson Hall and Mrs. Brown at Maxwell. Every place in both halls was full and there were almost twenty-five girls boarding in town.

The total number of girls registered at the two halls during the year was 158. Of these 140 entered the first semester, 18 the second. During the year, 11 left Patterson Hall to board in the city, 16 left the University.

Before the opening of the cafeteria at the University there was an average of five model school children who took lunches at the Hall. The Hall guests averaged ten a week and the approximate number of guest meals served was 1,100.

In the fall the Hall had to be closed twice on account of outbreaks of influenza among the students. Of course, this curtailed the receipts from board and because the expense of administration and a certain amount of maintenance had to be continued, a deficit in running expenses was incurred. A number of the students were

ill at the Hall and two nurses were employed for a short time but much of the nursing was volunteer.

During the epidemic among the members of the S. A. T. C. at the University, Patterson Hall housed and fed ten nurses and ten sisters of charity for three weeks.

Early in January, Miss Crane asked to be released from her work at the Hall to undertake relief work in Armenia and the far East. Miss Dora Berkeley of Lexington was chosen to take Miss Crane's place during her absence and took charge on January 22. Miss Berkeley's salary was sixty dollars a month and living.

Early in March a Pinkerton detective was employed because of repeated thefts of money at the Hall. After a week's work the source of the trouble was located to the satisfaction of those in authority, and for the rest of the year no losses of money were reported, but at the close of the session and afterwards there were some losses of clothing probably attributable to the colored help, and due in every case to extreme carelessness on the part of the owners. The Hall could not be held responsible for these but the preventing of such occurrences in the future is a problem to be carefully worked out for next year.

Three social functions were given during the year; an afternoon tea in honor of Mrs. McVey costing \$20; a dance in the fall costing \$15; and one in the spring costing \$10.

After careful consideration and after corresponding with a number of applicants for the place, the Board decided to recommend that the present staff be continued for next year. Miss Berkeley was employed until Miss Crane returned or until the Board found a satisfactory woman to fill her place. The Board wishes to reaffirm here, their conviction that the position of House Director should always be filled by a woman of college training and experience, that a suitable salary be paid to secure a woman of ability and that she be given faculty recognition, thereby dignifying the position and making it more attractive. The salary list for next year will be:

Miss Berkeley.....	\$60	a month for 10 months
Miss Stevens.....	75	a month for 10 months
Mrs. Brown.....	50	a month for 10 months
Miss Lockhart.....	45	a month for 10 months (Nurse)
	(\$55	a month paid from other funds.)

It was decided because of the limited amount of parlor space, to move the recreation hall down stairs and to redecorate and furnish it. Moving the dining rooms to the second floor necessitates the installation of dumb waiters. The rooms in the annex will be made into serving

pantries with steam table, electric dishwasher, urns for coffee, tea, etc.

In the basement two stationery tubs, a steam drier and electric irons are to be installed, so that girls who wish may do their own laundry work. A hood and fan is to be placed over the kitchen range, new linoleum laid there. Some painting of floors in the rooms is necessary and all the exterior wood-work is to be painted.

Dr. Hannah Morris spent a week at the Hall beginning May 19. She gave five lectures in Social Hygiene and Personal Hygiene. She also gave two afternoons for consultation with the girls. The Board had tried unsuccessfully to arrange with local doctors for such a course. Dr. Morris was sent by the National Y. W. C. A. and was most satisfactory.

At the present time all rooms in Patterson Hall are reserved for next year and in Maxwell there are about ten vacancies. For the whole year the expenses are several hundred dollars over the budget but it will be remembered that when the budget was prepared the renting and running of Maxwell Hall was not contemplated, so the rent, furnishing and operation was an unexpected expense and is charged against Patterson.

Financial Report

Expenditures	
Salaries.....	\$2,019.67
Labor.....	2,849.43
Telephone, Telegraph.....	281.32
Freight and Express.....	74.92
Heat, Light, Water, Gas.....	2,481.58
Repairs and R.....	1,401.97
Miscellaneous Expenses....	983.76
Food.....	13,156.76
Miscellaneous Supplies....	956.48
Furniture.....	<u>1,490.60</u>
Total.....	25,691.49

Receipts

Board.....	\$18,258.31
	105.05*
Miscellaneous.....	<u>5.33</u>
	18,368.69
Accounts Receivable.....	<u>434.32</u>
	18,803.01
Balance.....	<u>670.73</u>
	<u>19,473.74</u>

* Telephone receipts paid by users of phone.

Very truly yours,

Mrs. Charles J. Smith,

Secretary.

(14) Professor Frankel's Outside Work. A communication was read from Professor L. K. Frankel regarding outside work done by him in which the point was made that he considered that during vacation he was at liberty to engage in whatever work he may please. After discussion in which a portion of the report of the Survey Committee regarding the matter was read, the President was instructed to inform Professor Frankel that in the opinion of the Executive Committee the rules regarding outside employment apply also to vacation.

(15) Avalon Farm Remedy Company. The President submitted to the Committee a statement from Dean Cooper that the Avalon Farm Remedy Company of Cherubusco, Indiana, was using without authority a letter from the Experiment Station, claiming that the letter was an endorsement of their remedy. The advertisement is as follows:

THE FAMOUS

Kentucky Agricultural Experiment Station

And Thousands of America's Formost Hog Feeders
Prove by Actual Feeding Tests that

AVALON FARMS HOG-TONE

Makes More Pork on the Same Feed

Kentucky Agricultural Experiment Station
State University

Lexington, Kentucky
December 9, 1918

Diseases of Live Stock

Dr. O. D. Grawcock,
Churubusco, Indiana.

Dear Doctor:

I am in receipt of your letter of December 7th relative to the test on hog-tone and wish to advise that on Friday, December 6, the hogs were weighed up, those on hog-tone showing a gain of 154%, and the controls a gain of 110%. I am referring these weights to Dr. S. F. Musselman, and will ask him to advise you as to whether or not the test should be continued after December 17. We have one control hog a little out of condition, but trust that he will straighten up in the next few days.

Very truly yours,

R. L. Pontius,

Head of Department.

RLP:D

After discussion Dean Cooper was authorized to write a letter to the Company demanding that the use of the name of the Experiment Station in this connection be discontinued.

(16) Changes in Budget. The President recommended to the Committee certain changes in the budget for the coming year stating that it seemed necessary to modify certain items and insert others. The changes were approved by the Committee.

On motion, the Committee adjourned to meet at the regular date for the September meeting.

Wellington Patrick

Secretary of the Board.