

A G E N D A

SAGINAW VALLEY STATE COLLEGE

BOARD OF CONTROL

REGULAR MONTHLY MEETING

Board Room--Wickes Hall

Monday, June 9, 1975

7:30 P.M.

- I. CALL TO ORDER BY CHAIRMAN
- II. APPROVAL OF MINUTES OF REGULAR MONTHLY MEETING HELD ON MAY 10, 1975
- III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION
- IV. COMMUNICATIONS
- V. ADMINISTRATIVE REPORTS
 - 1) INAUGURATION OF THE PRESIDENT
 - 2) ADMISSIONS FOR FALL 1975
 - 3) PREMIERE PERFORMANCE IN THE NEW THEATRE--"VICTORIA"
 - 4) SVSC ROLE IN ESTABLISHING A LIBRARY FOR SAGINAW COUNTY JUVENILE CENTER AND HEALTH COMPLEX
 - 5) SVSC FOOTBALL SEASON TICKET SALES
- VI. COMMITTEE REPORTS
 - 1) ACADEMIC COMMITTEE
 - 2) FINANCE COMMITTEE
 - 3) BUILDING COMMITTEE
- VII. OTHER BUSINESS
- VIII. ADJOURNMENT

BOARD OF CONTROL
SAGINAW VALLEY STATE COLLEGEREGULAR MONTHLY MEETING
SVSC Board Room--Wickes Hall
June 9, 1975

Present: Curtiss
Gilmore
Kendall
Vaupre
Zahnow

Others

Present: Bredholt
Colvin
Driver
Gross
Guimond
James
McCray
Ryder
Sharp
Yien
Press (3)

Absent: Arbury, excused
Runkel, "
Saltzman, "

I. CALL TO ORDER

Chairman Curtiss asked if all were present who were coming and President Ryder advised that he had received communications from both Mrs. Saltzman and Rev. Runkel that they would not be able to attend and that Mrs. Arbury was still ill--they had all expressed their regrets. The Chairman then called the meeting to order at 7:35 p.m. and declared a quorum present.

II. MINUTES OF PREVIOUS MEETING

Mr. Curtiss questioned the date of "October 1, 1976" that the Federal government will be changing to a fiscal year, which was recorded in the Minutes on Page 8, last paragraph.

Dr. Ryder indicated this date was correct as recorded in the Minutes and read from the Governor's communication of April 25, 1975 as follows:

"The change by the federal government to a fiscal year beginning October 1 in 1976 has generated considerable discussion and debate on whether the State should follow suit. I have instructed the Director of the Department of Management and Budget to analyze the implications of such a modification at the State level. He will be soliciting legislative input on this issue in the next several weeks, and any comments and recommendations on this matter that you may have should be transmitted to him by May 31, 1975."

Continuing, Dr. Ryder said, SVSC had not responded, although it could have and there had been no contact from the Office of the Director of the Department of Management and Budget regarding the change. He stated that he had some reservations about it when you looked at SVSC's academic year which is basically July 1 to July 1 which suits the college best. To change to the new fiscal year of the Federal government would represent chaos here. It may be better for the Federal government in its funding of us--but he was not sure how even that would work out.

Mr. Curtiss asked if there were still any discussions of January 1 to December 31 of the Federal government for educational funding.

Dr. Ryder advised that SVSC is being funded on a calendar year equated student basis from January 1 to January 1. (Actual appropriations are made for a fiscal year beginning July 1.)

BM-432 Dr. Gilmore moved approval of the Minutes of the Regular Monthly Meeting held on May 10, 1975 as mailed.

Mr. Kendall supported

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Motion carried

III. OFFICIAL REPRESENTATIVE OF FACULTY ASSOCIATION

Dr. Robert Yien, official representative of the SVSCFA, was present and stated he would like to take this opportunity to thank the administration for the very informative meeting last Friday, at which the SVSCFA negotiating team was present, regarding the SVSC budget--this was very crucial in clearing up many misunderstandings between administration and the Faculty Association.

IV. COMMUNICATIONS

President Ryder reported that he had two communications he would like to share with the Board members.

1. Polish Festival

Dr. Ryder noted that on May 17 and 18 there was a Polish Festival on the SVSC campus in the Doan Center. The following resolution was prepared just prior to the Festival by the Bay County Board of Commissioners, which he received recently:

"Resolution by Commissioner Green
WHEREAS, The population of Bay County includes many fine citizens of Polish heritage; and
WHEREAS, The history of Bay County and, in fact, the history of the State of Michigan and the United States is replete with their many valuable contributions; and
WHEREAS, The 'Institute of Polish Studies of Saginaw Valley State College', under the directorship of Mr. Richard Wenek, is sponsoring a Polish Festival to be held at the 'Doan Center' of Saginaw Valley State College,
NOW THEREFORE BE IT RESOLVED That this Board does hereby take this opportunity to pay tribute to its Polish citizens and directs the Bay County Clerk to cause a certified copy of this resolution to be delivered to Mr. Wenek as a testimonial of this Bay County Board of Commissioners' high esteem for its Polish constituency and its wishes for a successful Festival."

Dated May 13, 1975

BAY COUNTY BOARD OF COMMISSIONERS

(Signed) Edward L. McGovern, Chairman

(Signed) Steven Toth, Clerk

Dr. Ryder commented that he believed it was a successful Festival--he had attended personally with his family. Many people were there over a two-day period. There was a lot of good fun, food, entertainment, dancing, arts and crafts exhibits, demonstrations, etc. He felt it was a very fine tribute to Polish people and their contributions.

In connection with this, he added, he had received a copy of a letter written to Mr. Wenek on May 28 by Mrs. Z. I. Zajkowska-Jankie, Chairman of the Polish American Educators Bicentennial Committee, of the Bicentennial Committee of Michigan, Inc., Polish American Congress, in which she indicated she was enclosing a check (amount not specified) for the scholarship fund of the Polish Institute of SVSC to be used for someone to participate in the program provided by the Institute.

V. ADMINISTRATIVE REPORTS

1. Inauguration of the President

President Ryder called upon Dr. A. Jefferson Sharp, Chairman of the Inauguration Committee, to give an update on his report of last month.

Dr. Sharp stated that the committee had been meeting regularly and had created a Tentative Schedule of Events for the Inauguration, copies of which were distributed for review.

Chairman Curtiss suggested consideration of a time change for the 10:00 a.m. Media Conference on Thursday, September 18--this might not be a good time insofar as the press were concerned. Margaret Allison of The Bay City Times, who was present, indicated it would be a very bad time. Dr. Sharp and Mr. Gross, who will be handling the Media Conference, agreed that a more desirable time could be worked out.

Dr. Sharp urged all present to clear their respective calendars for the day of the Inauguration, Friday, September 19, 1975, and plan to share a real exciting experience, as these occasions always are. He is looking forward to their attendance.

It was noted by Dr. Ryder that the Friday program is fairly well fixed and Mr. Curtiss concluded that it was going to be a very busy day.

2. Admissions for Fall 1975

At Dr. Ryder's request, Dr. Francis Bernier, Director of Admissions, reviewed his May Report on Admissions for Fall Semester, 1975, copies of which had been sent to the Board members with their Agendas. He stated that things are continuing to go on schedule with regard to all of SVSC's categories. He had just learned today, he said, that Michigan State has closed the door on freshman admissions and that it was his understanding that other institutions may be doing likewise. He indicated he has every reason to believe that SVSC's FTIAC's will grow because of this development. He noted that anywhere from 20% to 25% of the local college bound seniors are still uncommitted insofar as college choice is concerned.

Referring to the 198 transfer applications on the report, Dr. Bernier said he had checked the figures today and they now have close to 50 additional transfer applications and still feels SVSC will hit the 863 projected figure for this year. He added that the total projected numbers for other categories are low enough that they don't create any difficulty...the toughest categories are pretty well in hand.

Dr. Ryder called attention to "Other Michigan" increase of 155% and "Out of State" increase of 218%, noting this was very substantial.

Dr. Bernier advised that he had done a telephone survey of other four-year colleges and universities throughout the state and the nearest competitor (CMU)

is at 21% above this time last year on everything.

Mr. Curtiss compared SVSC's 72% increase with CMU's and questioned Dr. Ryder on his statement at the last Board meeting that he was hoping it would drop down to 20%. Dr. Ryder indicated he did say this--what he really meant to say was that the total enrollment would be up 20% and that would require a drop in total admissions from what it is now--they had expected them to drop. Hopefully, the total enrollment for Fall won't be much more than 20% above last Fall, because if it is, SVSC is going to have trouble in housing.

Dr. Bernier pointed out that the projections SVSC made to this point called for a 50% increase in applications over last year. Last year's figure was 1946 and this year's projection was 2900.

Mr. Curtiss noted that this represented a lot of processing and Mr. Kendall commended Dr. Bernier on the good work of his department.

3. Premiere Performance in the New Theatre--"Victoria"

Dr. Ryder reported that he had attended the premiere performance of "Victoria" in the new theatre on May 29th, as some of the Board members had done, and that he enjoyed it very much despite what some of the critics had to say. In his judgment, it was a great performance. Staging was very good. Compared to how the theatre looked three months ago, it was a tremendous feat to put together and offer a musical of this type...he felt they owed their gratitude to Professor Terry Flatt and his staff, and Dr. McCray who has shepherded the coordination of the funds SVSC invested in the development of this theatre since last January.

4. SVSC Role in Establishing a Library for Saginaw County Juvenile Center and Health Complex

Dr. Ryder announced that SVSC has been involved in a unique endeavor about which he would like Dr. James to report.

Dr. James explained that SVSC had had a program at the Juvenile Center for quite sometime. This year, in a three-part contract with Saginaw County, the Saginaw Township School Board and SVSC (and probably even the State, because ultimately the State has given SVSC "Special Education" status) by utilizing some of SVSC's commitment, together with the Saginaw County Library, they have been able to obtain \$7,500 in Federal Funds to establish a Library which will service the entire complex of the Juvenile Center, the Child Receiving Home, the County Infirmary and the Community Hospital. This Library will be operated as a branch of the Saginaw County Library system. The grant money will provide not only special books but materials and equipment as well geared to the needs of those people being serviced. SVSC, already having its program at the Juvenile Center which will continue, is simply putting in "soft match" funds from its existing program.

It was pointed out by Dr. Ryder that SVSC people would be making their recommendations on the volumes to be acquired by the Library and that it is an appropriate move on the part of this institution to assist in this type of a project.

5. SVSC Football Season Ticket Sales

President Ryder stated that he simply wanted to call to the attention of the Board members that season tickets were available at \$20 each. Individuals who expect to attend the football games of the Cardinals this Fall, as well as other SVSC athletic events, should get their tickets as soon as possible.

Dr. Sharp reminded Board members of the availability of membership in the Cardinal Club at \$1000 and up; Muddy's Club at \$500 and up; and Booster Club at \$100 and up, entitling the member to two reserved seats--he would like to enroll them

Dr. Ryder said that SVSC could look forward to an exciting football season whether it won or lost--it has an outstanding coach and supporting staff and excellent football players. He expects this to carry over into the basketball season, including girls' basketball--the total athletic program is looking up.

Chairman Curtiss questioned the HEW impact on athletics at SVSC and Dr. Ryder advised that he had been informed HEW regulations are being printed and he should receive any day now. Until he receives, he couldn't respond. He did indicate, however, he felt the pressure would not be as great for programs to be equal for men and women, but that the college should move ahead as rapidly as possible to provide opportunities for women in athletics.

VI. COMMITTEE REPORTS

1. Academic Committee

In the absence of Mrs. Arbury, Chairman of the Committee, Mr. Kendall reported he had two resolutions to present to the Board.

A. Faculty Promotions

RES-250 Mr. Kendall offered the following resolution for adoption:
WHEREAS, The Saginaw Valley State College Professional
Practices Committee has recommended the following faculty
for promotion, and
WHEREAS, The Saginaw Valley State College Administration
recommends the following faculty for promotion,
NOW, THEREFORE, BE IT RESOLVED, That the following faculty
are promoted effective July 1, 1975 as specified:

Dr. Robbert Braddock to Associate Professor of History
Dr. Hsuan Chen to Associate Professor of Physics
Ms. Kay Harley to Assistant Professor of English
Dr. Barron Hirsch to Professor of Art
Dr. John Jezierski to Associate Professor of History
Dr. Joseph Matti to Associate Professor of Mathematics
Dr. Peter Moehs to Associate Professor of Chemistry
Mr. Donald Novey to Associate Professor of Economics
Dr. David Weaver to Associate Professor of Political Science

Mr. Vaupre supported.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

B. Faculty Tenure

RES-251 Mr. Kendall offered the following resolution for adoption:
WHEREAS, The Saginaw Valley State College Professional Practices Committee has recommended the following faculty members for tenure, and
WHEREAS, The Saginaw Valley State College Administration recommends the following faculty for tenure;
NOW, THEREFORE, BE IT RESOLVED, That the following faculty are tenured effective July 1, 1975 as specified:

Dr. Robert Braddock
Mrs. Rosella Collamer
Dr. Barron Hirsch
Dr. John Jezierski
Dr. Thomas Renna
Dr. Robert Yien

Mr. Vaupre supported.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

2. Finance Committee

Chairman Zahnow advised he had four resolutions to present to the Board.

A. Operating Budget for Doan Center

Mr. Zahnow explained that with the near completion of the Doan Center SVSC will have additional operating expenses for that facility, and thus, he would like to present the following resolution.

RES-252 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, the Doan Center is nearing completion and Saginaw Valley State College will have additional expenses for the operation of this facility, and
WHEREAS, expenses have been estimated as follows:

Salaries	\$33,260
Fringe benefits	3,500
Utilities	12,000
Supplies	240
Repairs	1,000
Total	<u>\$50,000</u>

NOW, THEREFORE, BE IT RESOLVED, That this budget for expenses totaling \$50,000 for the operation of the Doan Center be adopted.
Mr. Kendall supported.

Chairman Curtiss, noting the \$1,000 for repairs, questioned whether this would be sufficient.

President Ryder explained that this resolution and this level of expenditure would incorporate, along with certain General Funds, support for a Director of Campus Life, secretarial support, a Coordinator of Residential Programs, and a Manager of Operations. The Coordinator of Campus Activities' function includes a new thrust in the dorm and Doan Center activities. This is something which has been sorely needed at this campus. This development will go a long way in meeting the needs SVSC has had. The new Center will provide opportunities for campus activities not possible before construction of the addition. Also, SVSC is going to have, hopefully, at least another 100 dorm students who will contribute to more extensive utilization of the Center-- so, this administrative organization is necessary and very important to student life at SVSC.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

B. Housing and Food Service

Mr. Zahnow reminded the Board members that it was decided at the last Board meeting that SVSC would hold the line in this particular area for the Fall

semester but hold it open for a possible increase in fees for the Winter term if it were absolutely necessary. With those thoughts in mind, to clarify it more, the administration has come up with a total budget of \$562,865 for expenses. This is based on a projected income for the very same expenses of \$569,325 and is based on the estimate that 350 students will choose to live in the dorms. Therefore, he would like to present the following resolution.

RES-253 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, The Administration has recommended a budget for Housing and Food Service, with an estimated income of \$569,325 and expenses of \$562,865 based upon a projected dormitory occupancy of 350;
NOW, THEREFORE, BE IT RESOLVED, That the proposed budget as set forth in the attached Summary Budget for 1975-76 be adopted.
Mr. Kendall supported.

With regard to the Bond Reserve Fund, Mr. Curtiss questioned what is required in the process of accumulating funds.

Dr. Driver advised that SVSC is only required to increase the amount as earnings permit--SVSC is meeting its obligations, although it has not achieved the maximum.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

C. Tenth International Congress of Gerontology

Dr. Ryder pointed out that the field of gerontology becomes more important as our people get and older and older--he was moving in the same direction. He stressed that it was going to become an area of concern of colleges all over the country and he felt it was highly important that SVSC recognize the contributions of the two SVSC professors named in the resolution they were reviewing, who had done this research which has been recognized by the Congress, and that he would recommend support.

SAGINAW VALLEY STATE COLLEGE
Housing and Food Service
Summary Budget for 1975-76
(As Viewed June 9, 1975)

	<u>Housing</u>	<u>Food Service</u>	<u>Total</u>
Estimated income	\$247,825	\$321,500	\$569,325
Estimated operating expenses	<u>152,232</u>	<u>308,500</u>	<u>460,732</u>
Estimated net income from operations	<u>\$ 95,593</u>	<u>\$ 13,000</u>	108,593
Debt service obligation		112,135	
Less: Federal grant for debt service		<u>10,002</u>	<u>102,133</u>
Estimated balance after debt service (reserve for contingencies)			<u>\$ 6,460</u>

RTB:jea
6-9-75

Mr. Curtiss asked how many people will be attending and Mr. Gross indicated 5,000 people were expected. Dr. McCray added that 300 individuals were contributors and would be reading 300 papers...Professors Hargrove and Robinson each had a paper but did research on two different aspects of gerontology.

RES-254 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, Assistant Professors Joy Hargrove and Janet Robinson have been invited to deliver scientific papers at the Tenth International Congress of Gerontology to be held in Tel Aviv, Israel, June 22-27, and
WHEREAS, The Board of Control appreciates this recognition of valuable scientific research conducted by Saginaw Valley State College faculty members;
NOW, THEREFORE, BE IT RESOLVED, That the Board of Control hereby congratulates Professor Hargrove and Professor Robinson on this recognition, and
BE IT FURTHER RESOLVED, That a sum not to exceed \$2,000 is hereby authorized to be expended from Unclassified Designated Gifts held in the Designated Fund for the purpose of helping to meet the travel expenses in connection with having these two faculty members attend this Tenth International Congress of Gerontology.
Mr. Vaupre supported.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

D. Operation Expenditures

In reviewing the resolution pertaining to this topic, Mr. Zahnow indicated that the college has been operating for ten years and he believed this is the tenth time such a resolution was necessary. Mr. Curtiss agreed but noted this is the longest version yet.

RES-255 Mr. Zahnow offered the following resolution for adoption:
WHEREAS, The current fiscal year and its operating budget will expire on June 30, and
WHEREAS, The operating appropriations bill for the state colleges and universities for the fiscal year beginning July 1 has not yet been enacted;

NOW, THEREFORE, BE IT RESOLVED, That the administration of the College is hereby authorized to continue salary payments to and fringe benefits payments on behalf of members of the full-time faculty who have certified that they expect to continue teaching during the 1975-76 fiscal year, the amount of such payments to be computed from their respective base contracts for the 1974-75 fiscal year, and

BE IT FURTHER RESOLVED, That salaries and wages are authorized to be paid to other college employees, including new employees, as computed under appointments previously issued with reasonable adjustments as may be approved by the President, and

BE IT FURTHER RESOLVED, That expenditures are authorized to be made for such other services, supplies and equipment as may reasonably be required to permit continued operation of the College at a level consistent with the operating budget for the 1974-75 fiscal year or as changed by the President, and

BE IT FURTHER RESOLVED, That this resolution shall continue in effect until an operating budget is adopted by this Board for the 1975-76 fiscal year.

Mr. Vaupre supported.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnnow

Absent: Arbury, Runkel, Saltzman

Resolution adopted.

3. Building Committee

Chairman Gilmore indicated the Building Committee had no reports.

Mr. Curtiss questioned when there would be grass on the East campus. Mr.

Gross stated that according to his information, the grass was coming in this week--the field is all set.

Dr. Ryder noted that progress is really going very well--he had talked with Muddy Waters the first of last week and he is pleased with the progress. Putting the grass on before hot days is important. SVSC does have a good watering system. The practice area will be sodded and watered the same way by the sprinkler system.

Mr. Curtiss asked if it was expected that the Doan Center would be completed by the time of the next Board meeting. Dr. Ryder advised they should say "August" since there will be no Board meeting in July unless there were a need to call one.

VII. OTHER BUSINESS

1. Lecture Series on Campus

Mr. Mark Bredholt brought this topic before the Board for its consideration. He pointed out that one of the things the College has been lacking in recent years is a Lecture Series. To get one "off the ground" and bring in first-rate speakers for students and the community as well, he said, it would take a lot of money. The Student Government is prepared to make a commitment of about \$3,000 and would like additional financial support from the Board in the amount of \$1,500.

What he had in mind, Mr. Bredholt continued, was that students, since they are paying quite a bit in Student Government fees, would be admitted free to the lectures (there need be no increase in Student Government fees), that they have about three lectures a semester, and lecturers would be chosen by a committee of administrators, faculty and students.

Dr. Ryder agreed with Mr. Bredholt that SVSC needed a Lecture Series on campus as the two of them had discussed last Friday. This is an area, he said, where SVSC could cooperate with Delta College which has been spending more than SVSC has and more should be done to improve SVSC's intellectual atmosphere. Dr. Ryder added that he had told Mark that he would be reviewing SVSC's budget and make a real effort to come up with \$1,500--it would be desirable to have more. He concluded that he was very positive toward the idea and in one way or another SVSC will find the funds.

Chairman Curtiss asked Dr. Ryder if he were looking at the General Fund budget and Dr. Ryder indicated he was not sure--he wanted to review that and other sources. It should be in the General Fund budget on a long-range basis.

The matter of timing was discussed and the need for lead time was stressed-- Dr. Ryder noted that action should be taken within the next three weeks, because

in many cases, four or five months are required to arrange for certain lecturers.

Mr. Vaupre questioned if there should be a resolution tonight--if so, he would be glad to offer. It was agreed a resolution was in order.

RES-256 Mr. Vaupre offered the following resolution for adoption:
WHEREAS, The Student Government has offered to provide
\$3,000 in partial support for the development of a Lecture
Series on campus, and
WHEREAS, The Board and Administration have been requested
to provide \$1,500 toward this effort, and
WHEREAS, The Committee to select the lecturers would be
composed of administrators, faculty and students;
NOW, THEREFORE, BE IT RESOLVED, That the Administration
review the institutional resources in an effort to support
the program.
Mr. Zahnow supported.

Ayes: Curtiss, Gilmore, Kendall, Vaupre, Zahnow
Absent: Arbury, Runkel, Saltzman

Resolution adopted.

Chairman Curtiss stated that he would like to commend the Student Government for its interest and initiative in bringing this matter to the attention of the Board. Dr. Ryder called Mr. Bredholt's attention to how responsive the Board was when he came up with the matching money.

2. Legislative Communications

In connection with Mr. Bredholt's activities, Dr. Ryder noted that Mark had written State Representative O'Neill and he assumed he had written State Senator Hart and that Mark had provided him a copy of a response from Representative O'Neill. In this letter, Representative O'Neill indicated the legislature understood the needs of this institution--they appreciated his concern for support of SVSC and said he would do everything he could to assist in gaining the support necessary to improve the development of SVSC. Dr. Ryder stated that this represents actions Mark has taken since being elected President of the Student Government and he felt the Board should be aware of them.

Mr. Bredholt responded that he just felt the student body should be represented in the House Appropriations Committee--it hadn't been in the past, that there is a definite role the student body can play in showing initiative and concern regarding the college. This, he said, the students can do in a manner that should come from an educational institution. He really told Representative O'Neill that students are really concerned about things on campus that aren't up to par.

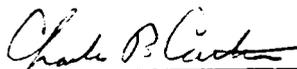
He indicated that he also said that Dr. Ryder as the new President would be doing his very best for SVSC in the coming years and the Student Government should be behind him--he felt it was important to pay respect. In addition, he said a few kind words about the school and where he wanted it to go within the next five or ten years.

Chairman Curtiss expressed appreciation on behalf of the Board for Mark's interest.

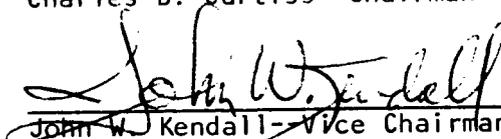
VIII. ADJOURNMENT

There being no further business to transact, the meeting adjourned at 8:30 p.m.

Respectfully submitted,



Charles B. Curtiss--Chairman



John W. Kendall--Vice Chairman
(In absence of Secretary)



Opa M. Colvin--Recording Secretary

JMR
omc