

A G E N D A

SAGINAW VALLEY COLLEGE

BOARD OF DIRECTORS REGULAR MEETING

Monday, July 12, 1965 - 7:30 p.m.

S.V.C. CONFERENCE ROOM

- 1.) Call to order by Chairman
- 2.) Approval of Minutes of Meetings held May 23 & June 7, 1965
- 3.) Treasurer's Report
  - Approval of Accounts Payable
  - Authorization of Auditor for Annual Audit
  - President's Housing
- 4.) Summary of Campaign
- 5.) Administrative Report
- 6.) Committee Reports
- 7.) Communications
- 8.) Other Business
- 9.) Adjournment

SAGINAW VALLEY COLLEGE  
University Center, Michigan

COMMITTEE-OF-THE-WHOLE MEETING OF THE BOARD OF DIRECTORS HELD JULY 12, 1965  
S.V.C. Conference Room - 7:30 p.m.

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Present: Arbury, Brown, Chapin, Durman, Groening - 5

Others

Present: Marble, Kearns, press (3) WKNX

Absent: Blackhurst, Curtiss, Dow, Price, Treadway, Vaupre, Zahnow -7

Chairman Groening called the meeting to order at 7:50 p.m.

Because there was not a quorum present, and in order to conduct

BM-130 necessary official business, Brown moved that the members resolve into a meeting of the Committee-of-the-Whole.

Motion supported and carried.

BM-131 Brown moved that the minutes for meeting held June 7, 1965 be approved as mailed.

Motion supported and carried.

TREASURER'S REPORT:

BM-132 In the absence of the treasurer, Chapin presented bills totalling \$8,802.52 and moved approval for payment of same.

(NOTE: List of bills part of Official Minutes)

Motion supported and carried.

At the recommendation of the President that the firm of Yeo & Yeo be appointed as auditor of the financial records for the current fiscal year, Durman so moved.

BM-133

Motion supported and carried.

The President was instructed to notify Yeo & Yeo of the appointment by letter. The Chairman suggested that the auditing firm be appointed at the beginning of the fiscal year, or at the September Meeting.

SUMMARY OF CAMPAIGN:

Copies of a Progress Report on the Development Fund Drive were passed out by the President. He gave the following summary report of the campaign:

The goal of \$4 million was exceeded by \$292,593.29, or a total audited figure of \$4,292,593.29 was contributed. Contributions are still being received. Coupled with the \$750,000 H.E.F.C. Grant, the total fund is more than \$5 million. The cost of the administration of the program was approximately 1% of the goal, while a 5% cost is common for a drive of this nature.

According to the last report, expenditures were \$7,000 below the original budget estimate.

A copy of the report will be sent to every contributor, as well as a monthly report informing all contributors on college progress.

The President praised contributors in the three counties, saying "We have done something without precedent in bringing these three counties together in this manner." The campaign was as an effective public relations program as could be devised.

Workers were given lists totalling 3,318 prospects, of whom 2,156 were actually contacted and 1,525 contributed. Lack of personnel and time prevented all of the prospects from being contacted, and a follow-up effort may be made later in the year to contact the remaining 1,162 prospects.

Saginaw County contributed almost half of the amount received, or \$2,126,241.52; Midland County - \$1,880,362.37; Bay County - \$285,989.40. In addition to the 1,525 individuals, firms, and organizations known to have contributed, an estimated 500 individuals are believed to have made a donation. An analysis of the reasons for refusing to donate given by the 631 prospects contacted who did not contribute revealed no set motive, which means there is no large, single barrier yet to be crossed. The ads in the three area newspapers brought in between \$8,000 to \$9,000. Among the groups to be commended for their generosity are churches and labor union members, whose children will be among the first to benefit from the college. The present attitude of the contributors is one of expectancy: they are looking ahead to see some results.

The President indicated that he has written a letter of appreciation to contributors in behalf of the Board and faculty of Saginaw Valley College. Many acknowledgment and Sustaining Membership Cards have been sent out; also a letter of appreciation has been sent to the County and Divisional Chairmen. There are still many letters to be written. Chairman Groening said that he has written personal letters as Chairman of the Board expressing thanks to many of the leaders, general chairmen, co-chairmen, etc.

At the recommendation that a formal resolution of appreciation be adopted, the President was requested to prepare such a resolution for adoption at the next meeting of the Board.

Chapin suggested that Robert Sheplar be given recognition. The Chairman indicated that he would be happy to send a letter to Sheplar in behalf of the Board.

ADMINISTRATIVE REPORT:

The President indicated that it will be necessary to employ someone on the staff to assist with campaign follow-up, and will look for part-time help in the immediate future.

The staff has been working on admissions. It is a little early to predict what the enrollment may be for September but a figure of 200 is possible. Most of the students will be transferring here from other institutions. The President said that the student body and program will not take an identifiable shape until Saginaw Valley College has its own building.

The President proposed the appointment of a Board Committee to study and make recommendations on academic programs. The Chairman said that in accordance with this suggestion, he would be thinking about the appointment of such a committee and asked for volunteers. Durman offered his service.

COMMITTEE REPORTS:

Building Committee:

Brown said that to comply with the Federal Grant and Loan, construction of the building must start within two years. He said that pursuant to instructions, options on the present site have been extended with the exception of one.

The architects were contacted with regard to a timetable to see what steps would be necessary to take in order to open school in September, 1967 in S.V.C.'s own building. The following report was submitted by Alden B. Dow Associates, Inc., dated July 12, 1965:

S.V.C. Board of Directors  
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"The following schedule for the completion of design, production of working drawings, bidding and construction would have to be met.

From now until January of 1966 would be used for design development drawings and working drawings (the latter will take five months).

February and April of 1966 would be used for bidding, bid analysis, and letting of contracts.

From March until September of 1967 would be used for construction.

Each of these phases is tight and contains no contingency time; nevertheless, it is possible to meet.

There are two items which must be settled by you at this time.

One is the site selection. This is important because inevitably sites change buildings. It is also important because the cost of the land or building utilities will change the amount of money available for the construction of the school buildings proper.

The other thing you must do is to formally approve the previously submitted design as an approved schematic design. We will talk to you more about this second point in the very near future."

COMMUNICATIONS:

None.

OTHER BUSINESS:

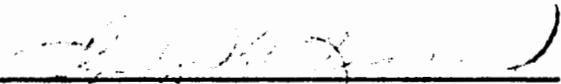
None.

There being no further business to transact, the meeting adjourned at 9:01 p.m.

Respectfully submitted,

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Charles B. Curtiss, Secretary

  
Gladys A. Kearns, Recording Sec'y.

SDM  
gak

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ACCOUNTS PAYABLE - JUNE, 1965

Brady News Agency (Subscription)	28.60
Delta College (TV Rentals)	328.15
Gaertner's Floral Shop (R.H. Wickes)	10.40
General Biological Supply House, Inc. (Instructional supplies)	12.72
Kent State University (Teaching supplies)	3.85
Ketchum, Inc. (Additional services from Nov. 30-Dec. 18, 1964 Reuel Winkelman) \$2,250.00 (Additional services from May 18-July 2, 1965 R. Sheplar) <u>\$4,800.00</u>	7,050.00
Michigan Association of Colleges & Universities (Dues)	1.38
Motor Leasing Co. (June Car Rental)	24.96
Phillips Petroleum Co.	6.62
Stewart C. Sanderson (Fees for Registering of deeds)	5.00
Standard Oil Co.	69.48
Typewriter Exchange (Office supplies)	373.52
The Willard Hotel (Telephone)	.88
Consumers Power Co. (President's Utilities)	27.06
Universal Airlines (Candidate's travel)	243.50
Ann Dickey	60.40
Carole M. Greko	3.76
Gladys Kearns	2.72
Bertram P. Schafer	40.24

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Samuel D. Marble (Above 5 items travel expense)	\$ 19.19
Samuel D. Marble (Luncheons)	9.72
Samuel D. Marble (Travel)	125.00
Anthony J. Shafton	241.18
Traveler's, Inc.	51.70
Peter R. Toscano (Above 3 items Candidate's travel)	8.65
Delta Bookstore (supplies)	36.01
Hawkins Letter Service	<u>17.83</u>
	\$8,802.52