

**THE UNIVERSITY OF WYOMING**  
**MINUTES OF THE TRUSTEES**

**April 25, 1948**

**For the confidential information**  
**of the Board of Trustee**

A meeting of the Board of Trustees of the University was held on April 25, 1948, at 10:30 A.M. in the Board room. In the absence of President Simpson, Vice President McCracken presided. The following members were present: Mr. Burwell, Dr. Cunningham, Mr. Sullivan, Mr. Watenpaugh, Mr. Hansen, Mr. DelMonte, Mrs. Patterson, Miss Stolt, Vice President McCracken and Dr. Humphrey.

*Roll Call*

Mr. Burwell moved that the minutes of the meeting held on February 28 be approved. This motion was seconded by Mr. Sullivan and carried.

*Minutes Approved*

It was then moved by Mr. Sullivan, seconded by Dr. Cunningham and carried, that the action of President Humphrey in lending the City of Laramie the two surplus wooden buildings which the University received from the Pueblo Air Base and which are still lying on the campus and not as yet re-erected be approved. These building will be used by the City as emergency quarters for certain Laramie businessmen whose places of business were destroyed in the recent fire, with the understanding that the buildings will be returned to the University campus after the emergency is over. The Trustees also approved other actions of the President in aiding the city during the emergency occasioned by the fire.

*Laramie Fire*

It was moved by Mr. Sullivan, seconded by Mr. Hansen and carried, that the following appointments be approved:

*Appointments*

1. That there be authorized, effective June 1, 1948, or as soon thereafter as he can report for duty, the appointment of Mr. Murray D. Trump as Extension Assistant in Wool Marketing with the equivalent rank of Assistant Professor, at a salary of \$3,600 for eleven months' service.
2. That there be authorized, effective March 1, 1948, the transfer of Miss Sadie Seward from the position of Home Demonstration Agent in Converse County to the position of Home Demonstration Agent in Niobrara County.

*MURRAY TRUMP**Sadie Seward*

3. That there be authorized, effective April 19, 1948, the transfer of Miss Frances Olson from the position as Home Demonstration Agent-at-Large to the position as Home Demonstration Agent in Converse County, at her present salary of \$2,808.

*Frances Olson*

It was moved by Mr. Watenpaugh, seconded by Mr. Sullivan and carried, that the following leaves of absence be approved:

*Leaves of Absence*

1. Mr. Charles A. Bloomfield, Assistant Professor of Political Science, a year's sabbatical leave, beginning September 1, 1948, for the general purpose of travel and study in the Latin American area. This leave carries with it the usual forty per cent of salary.
2. Dr. H. S. Willard, Professor of Animal Production, a sabbatical leave for one year, beginning August 1, 1948, for the purpose of bringing himself up-to-date on the problems in dairy technology preparatory to managing the new University creamery. This leave carries with it the usual forty per cent of salary.
3. Miss Lola Homsher, University Archivist, a leave of absence without pay for the month of August, 1948, in order that she may take a special course in archival work at the American University in Washington, D. C.
4. Mr. Edward F. Carr, Instructor in English, a leave of absence without pay for the school year 1948-49 in order that he may do further graduate study at the University of Pittsburgh.
5. Dr. Marshall E. Jones, sabbatical leave for the period September 1, 1948 to June 1, 1949, with forty per cent of salary, and that he be given authority to accept employment for not more than half time.

*Charles Bloomfield*

*Dr. H. S. Willard*

*Lola Homsher*

*Edward Carr*

*Marshall Jones*

Mr. Burwell moved that the sum of \$550.00 remaining in the salary appropriation for Mr. George McNeil, Instructor in Art who was on leave for the spring quarter, be appropriated to pay his substitutes. This motion was seconded by Mr. Hansen and carried.

Mr. Watenpaugh moved that \$200.00 be appropriated for the purchase of supplies for the blue printing service of the Department of Engineering Drawing for use during the remainder of the present fiscal year. This \$200.00 is only a part of a surplus from the collections of the blue printing service. This motion was seconded by Mr. Sullivan and carried.

Upon the motion of Mr. Burwell, \$6,844.90 is appropriated for the purpose of constructing an addition to the present athletic dining room in Talbot Hall. This motion was seconded by Mr. Hansen and carried.

Mr. DelMonte moved that \$1,598.50 be appropriated for use by the Department of Health and Physical Education for labor and supplies during the remainder of the present fiscal year. This is a part of the surplus of fees collected by the department. This motion was seconded by Mr. Watenpaugh and carried.

Mr. Watenpaugh moved that Dr. F. S. Hultz, Mr. Everett Shelton and Mr. LeRoy Peck each be paid an increased salary of \$100.00 per month for approximately six to eight months while they are engaged for work with the Memorial Stadium fund-raising campaign. This motion was seconded by Mr. Burwell and carried.

Dr. Cunningham moved that Mr. V. O. Long be appointed Head of the Department of Electrical Engineering; that Professor W. O. Clough be appointed Chairman of the Department of English; that Dr. T. A. Larson be appointed Head of the Department of History. All of these will become effective for the new academic year. This motion was seconded by Mrs. Patterson and carried.

Mr. Burwell moved that the name of the Department of Engineering Draw-

*War Memorial*  
*Dr. F. S. Hultz*  
*E. F. Shelton*  
*LeRoy Peck*

*Appointments*  
*V. O. Long*  
*W. O. Clough*  
*Dr. T. A. Larson*

ing be changed to the "Department of General Engineering and Drawing" and that Professor R. A. Morgan be named Head of the department. This motion was seconded by Mr. Sullivan and carried.

*Engineering, College of  
Name Changed  
R.A. Morgan, Head*

Mr. Watenpaugh moved that effective July 1, 1948, a Department of Journalism be established with Mr. Wallace R. Biggs as Head of the department, and further, that a department of Speech be created with Dr. Richard R. Dunham as Acting Head. This motion was seconded by Mrs. Patterson and carried, subject to funds being found available in the new budget.

*Journalism Dept.  
Wallace Biggs  
Speech Dept.  
Dr. Richard Dunham*

Mr. Watenpaugh moved, it was seconded by Mr. Sullivan and carried, that the following appointments as outlined in the Addendum to the President's Report be approved:

*Appointments*

1. That there be authorized, effective September 1, 1948, the appointment of Mr. Elmer K. Nelson, Jr. as Emergency Instructor in Psychology, at a salary of \$2,700 for the academic year. The appointment would be for one year only and would not give Mr. Nelson any tenure rights. Mr. Nelson would replace Mr. Lorne McAdam, who was employed last year on a one-year basis.
2. That there be authorized, effective September 1, 1948, the appointment of Mr. Marvin E. Byers as Instructor in Commerce, at a salary of \$3,300 for the academic year.

*Elmer Nelson*

*Marvin Byers*

Mr. Sullivan moved that Mr. M. C. Mundell, Professor of Commerce, be granted a sabbatical leave of absence for one year beginning September 1, 1948, in order that he may further his academic training and secure the desirable recognition of Certified Public Accountant. This leave will carry with it the usual 40% of salary. This motion was seconded by Dr. Cunningham and carried.

*Leave of Absence  
M.C. Mundell*

Dr. Cunningham moved that the Department of Athletics be granted scholarships, as follows, for the value for \$42.00 per quarter for in-state students and \$112.00 for out-of-state students, effective for the coming

*Scholarships  
Dept. of Athletics*



year. This motion was seconded by Mr. Burwell and carried.

Football	55
Basketball	12
Track & Cross Country	16
Baseball	8
Wrestling	8
Swimming	6
Tennis	4
Skiing	2
Northwest Center	7
General	2
	<u>120</u>

Mr. Sullivan moved that the plans covering the proposed landscaping and development of Prexy's Pasture be approved. This motion was seconded by Mr. Watenpaugh and carried.

*Prexy's Pasture*

Mr. Sullivan then moved that President Humphrey be authorized to proceed with Parts A & B of the proposed plan covering landscaping and the building of parking lots. This motion was seconded by Mr. Hansen and carried if funds can be made available in the new budget.

Mr. DelMonte moved that the Comptroller be authorized to engage the firm of Raab, Roush and Co. of Casper to conduct the regular biennial audit of the Business Offices. This motion was seconded by Mr. Burwell and carried.

*Audit  
Raab, Roush & Co.*

The comments and recommendations of the report of the State Examiner covering his examination of the Comptroller's Office for the fiscal year July 1, 1946 to June 30, 1947 was read in full and received thorough discussion by the Board of Trustees, and the Comptroller was instructed to carry out the recommendations contained therein in so far as it is possible to do so. President Humphrey and the Comptroller are authorized to study the proposal, to employ a full-time internal or field auditor who will report to the President of the University and through him to the Board of Trustees. This motion was made by Dr. Cunningham, seconded by Mr. DelMonte and carried.

*State Examiner's  
Report*

Re: REPORT OF EXAMINATION OF The University of Wyoming  
AS OF THE CLOSE OF BUSINESS June 30, 1947

Norris E. Hartwell  
State Examiner  
Supreme Court Building  
Cheyenne,  
Wyoming

Dear Sir:

We, the undersigned, constituting a quorum of the

BOARD OF TRUSTEES

of THE UNIVERSITY OF WYOMING

acknowledge receipt of the Report of Examination as above noted, made under the supervision of your Department.

After careful consideration of this report, we concur with the Examiner in the suggestions he has made, and we have requested the officials to adjust their methods in compliance therewith, to-wit:

The Comptroller has been instructed to make every effort to comply with your recommendations.

The employment of a full-time internal or field auditor has been authorized.

A copy of this acknowledgment has been placed on record with the Minutes of our Meeting on April 25, 1948.

By: J. R. Sullivan

Tracy S. McCracken

Clifford P. Hansen

H. D. Watenpaugh

P. M. Cunningham

Lorna L. Patterson

Earle G. Burwell

H. D. DelMonte

It was moved by Mr. Hansen, seconded by Mr. DelMonte and carried that the following appropriations requested in the Comptroller's Report be approved:

Board of Trustees Contingent	\$3,500
Board of Trustees Annual Financial Report	300
Insurance	8,600
Comptroller's Office Contingent	175

It was then moved by Mr. Sullivan, seconded by Mr. Watenpaugh and unanimously carried that the proper officers of the Board be authorized to sign papers as follows covering the purchase of the Alice Maud Moudy tract containing approximately eighty acres adjoining and lying east of the eastern boundary of the campus.

*Land  
Alice Maud Moudy*

DEED

THIS INDENTURE, Made this 16 day of April, A.D., 1948, between ALICE MAUD MOUDY, a single woman, of Tiffin, County of Seneca, State of Ohio, party of the first part, and the Trustees of the University of Wyoming, a corporate body, party of the second part,

WITNESSETH: That the said party of the first part, for and in consideration of the sum of One Dollar (\$1.00) and other valuable considerations to the said party of the first party in hand paid by the said parties of the second part, the receipt whereof is hereby confessed and acknowledged, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell, convey and confirm unto the said parties of the second part, and their successors in office, forever, all the following described parcel of land, situate, lying and being in the County of Albany, and State of Wyoming, to-wit:

A tract of land in the Southeast Quarter (SE $\frac{1}{4}$ ) of Section Thirty-four (34), Township Sixteen (16) North, Range Seventy-three (73), West of the 6th



P.M., described as follows: Beginning at the Center  $\frac{1}{4}$  corner of said Section 34; thence North 89 degrees 39 minutes East 2668.1 feet along the North boundary line of the Southeast Quarter ( $SE\frac{1}{4}$ ) of said Section 34 to the East  $\frac{1}{4}$  corner of said Section; thence South 0 degrees 02 minutes East 970.5 feet along the East boundary of Section 34; thence North 85 degrees 31 minutes West 412.9 feet; thence South 1 degree 54 minutes West 607.0 feet to a point on the North boundary of U. S. Highway No. 30 right-of-way; thence North 86 degrees 15 minutes West 1817.4 feet along the North boundary of said Highway right-of-way; thence North 0 degrees 09 minutes West 417.0 feet; thence North 86 degrees 15 minutes West 417.9 feet to the West boundary of the Southeast Quarter ( $SE\frac{1}{4}$ ) of Section 34; thence North 0 degrees 19 minutes West 965.4 feet along the West boundary of the Southeast Quarter ( $SE\frac{1}{4}$ ) of Section 34 to the point of beginning; the tract containing 80.55 acres, more or less,

TO HAVE AND TO HOLD the same, together with all and singular the appurtenances and privileges thereunto belonging, or in anywise thereunto appertaining, including the release and waiver of the right of homestead, and all the estate, right, title, interest and claim whatsoever of the said party of the first part, either in law or equity, to the only proper use, benefit and behoof of the said parties of the second part and their successors in office, forever.

And the said party of the first party, for herself, her heirs, executors and administrators, does covenant and agree to and with the said parties of the second part, and their successors in office, that at the ensealing and delivery of these presents, she is well seized of the said granted premises, in and of a good and indefeasible estate in fee simple.

And that she has good and lawful right to sell and convey the same, and that she will warrant and defend the same against all lawful claims and demands whatsoever.

IN WITNESS WHEREOF, The said party of the first part has

hereunto set her hand and seal the day and year first above written.

/s/ Alice Maud Moudy (SEAL)

Signed, Sealed and Delivered  
in the Presence of

/s/ R. P. Welter

/s/ M. B. Lynn

STATE OF OHIO       )  
                          )       SS:  
COUNTY OF SENECA   )

I, R. P. Welter, a Notary Public, in and for the said County, in the State aforesaid, do hereby certify that Alice Maud Moudy, a single woman, personally known to me to be the same person whose name is subscribed to the foregoing instrument appeared before me this day in person, and acknowledged that she signed, sealed and delivered the said instrument as her free and voluntary act and deed, for the uses and purposes therein set forth.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS 16 day of April, A. D., 1948.

My commission expires \_\_\_\_\_

/s/ R. P. Welter  
Notary Public

ESCROW AGREEMENT

THIS ESCROW AGREEMENT, by and between ALICE MAUD MOUDY of Tiffin, Ohio, and the ALBANY NATIONAL BANK of Laramie, Wyoming,

## WITNESSETH THAT:

WHEREAS, on the 16 day of April, 1948, ALICE MAUD MOUDY executed a warranty deed conveying certain land to the Trustees of the University of Wyoming in exchange for a life-time annuity and entered into a contract with the said Trustees of even date therewith wherein she agreed to deliver the said deed in escrow to the ALBANY NATIONAL BANK of Laramie, Wyoming; and

WHEREAS, the ALBANY NATIONAL BANK desires to act as escrow agent for ALICE MAUD MOUDY OF SUCH DEED AND CONTRACT:

NOW THEREFORE, in consideration of the premises and other good and valuable consideration, the receipt of which is hereby acknowledged,

ALICE MAUD MOUDY, by this agreement, delivers the attached deed and contract to the ALBANY NATIONAL BANK to be held by it in escrow and surrendered in accordance with the terms and provisions of the said contract which are incorporated herein by reference.

/s/ Alice Maud Moudy (SEAL)  
ALICE MAUD MOUDY

Accepted: ALBANY NATIONAL BANK of Laramie, Wyoming

By: B. F. Miller V.P. (SEAL)

(Corporate Seal)

Attest:

Dated: April , 1948

(SEAL)

A G R E E M E N T

THIS AGREEMENT, entered into this 16 day of April 1948, by and between ALICE MAUD MOUDY of Tiffin, Ohio, (hereinafter referred to as ALICE MOUDY) and the TRUSTEES OF THE UNIVERSITY OF WYOMING, Laramie, Wyoming, (hereinafter referred to as TRUSTEES)

W I T N E S S E T H T H A T:

WHEREAS, it is the desire of ALICE MOUDY to transfer certain real estate to which she holds title in exchange for a lifetime annuity, payable in equal monthly instalments until her death; and

WHEREAS, it is the desire of the TRUSTEES to pay such an annuity to ALICE MOUDY in exchange for the said real estate belonging unto ALICE MOUDY.

NOW, THEREFORE, in consideration of the premises and of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is acknowledged, the parties hereto agree as follows:

1. ALICE MOUDY, by this contract and by a deed delivered in escrow according to terms hereinafter set out, agrees to exchange and does exchange, transfer and convey to the TRUSTEES in return for a lifetime annuity, hereinafter described, all her right, title and interest in and to a certain tract or parcel of land lying and being in the County of Albany, and State of Wyoming, to wit:

A tract of land in the Southeast Quarter ( $SE\frac{1}{4}$ ) of Section Thirty-four (34), Township Sixteen (16) North, Range Seventy-Three (73), West of the 6th P.M., described as follows: Beginning at the center  $\frac{1}{4}$  corner of said Section 34; thence North 89 degrees 39 minutes East 2668.1 feet along the North boundary line of the Southeast Quarter ( $SE\frac{1}{4}$ ) of said Section 34 to the East  $\frac{1}{4}$  corner of said Section; thence South 0 degrees 02 minutes East 970.5 feet along the East boundary of Section 34; thence North 85 degrees 31 minutes West 412.9 feet; thence South 1 degree 54 minutes West 607.0 feet to a point on the North boundary of U. S. Highway No. 30 right-of-way; thence North 86 degrees 15 minutes West 1817.4 feet along the North boundary of said Highway right-of-way; thence North 0 degrees 09 minutes

West 417.0 feet; thence North 86 degrees 15 minutes West 417.9 feet to the West boundary of the Southeast Quarter (SE $\frac{1}{4}$ ) of Section 34; thence North 0 degrees 19 minutes West 965.4 feet along the West boundary of the Southeast Quarter (SE $\frac{1}{4}$ ) of Section 34 to the point of beginning; the tract containing 80.55 acres, more or less.

2. THE TRUSTEES, for and in consideration of this contract and the exchange and conveyance to it of the land above described, agree to pay to ALICE MOUDY an annuity in the sum of Two Hundred Fifty Dollars (\$250) a month, payable on the 1st day of each month beginning with the month of April 1948 during the lifetime of said ALICE MOUDY. Such monthly payments shall be made by the TRUSTEES to ALICE MOUDY by depositing them to her account in the Albany National Bank, Laramie, Wyoming, or such other place as ALICE MOUDY shall from time to time designate.

3. ALICE MOUDY has executed a warranty deed conveying all her right, title and interest in the above described property to the TRUSTEES, and agrees to deliver it in escrow to the Albany National Bank, Laramie, Wyoming, under the following terms and conditions, to-wit:

(a) The Albany National Bank shall hold said deed until the death of ALICE MOUDY whereupon, if all payments due under paragraph 2 of this instrument are made, said Albany National Bank shall release the deed from escrow and deliver it to the TRUSTEES.

(b) In the event the TRUSTEES neglect, refuse or fail to pay to ALICE MOUDY any of the monthly annuity payments described in paragraph 2, then and thereafter ALICE MOUDY may at her election serve sixty (60) days notice on the TRUSTEES of her intention to cancel this contract and to withdraw said deed from escrow. After such notice, if the Trustees within the said period of sixty days shall fail to make all payments due to ALICE MOUDY, then the said Albany National Bank shall deliver the said deed to ALICE MOUDY. Upon receipt of said deed by ALICE MOUDY, all rights, powers, privileges and duties of the parties hereto and of the said escrow



agent under this agreement and under such deed shall thereupon cease, provided, however, that the failure or neglect of ALICE MOUDY to demand and receive the said deed as above provided as to any such neglect, refusal or failure by the TRUSTEES shall not be construed as a waiver of the rights of ALICE MOUDY to demand and receive the said deed, as above provided, as to such neglect, refusal or failure, nor as to any other or future neglect, refusal or failure by the TRUSTEES.

4. Subject to the provisions of paragraph 3(b) above, ALICE MOUDY agrees that the TRUSTEES may, upon delivery in escrow of the said deed, enter upon and use the said land and exercise all of the rights, privileges and powers of fee title owners thereto as if the said deed had not been placed in escrow.

5. The TRUSTEES agree that they shall pay the costs of preparation of the abstract of title accompanying the aforesaid deed.

6. This contract shall extend to and be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals as of the day and year first above written.

/s/ Alice Maud Moudy (SEAL)  
ALICE MAUD MOUDY

Witness:

/s/ R. P. Welter

/s/ M. B. Lynn

TRUSTEES OF THE UNIVERSITY OF WYOMING

By Tracy S. McCracken (SEAL)  
Vice President

Attest:  
(Corporate Seal)

Fay E. Smith, Comptroller (SEAL)  
Secretary of the Board of  
Trustees

Mr. Burwell moved that the following ASUW budget for the coming year be approved. This motion was seconded by Mr. Sullivan and carried.

*A.S.U.W.  
Budget*

## ANNUAL BUDGET

1948-49

A.S.U.W.

## ESTIMATED INCOME:

\*Student fees: (at \$10 per quarter)

Fall	-3000 students	\$ 30,000.00	
Winter	-3000 students	30,000.00	
Spring	-3000 students	30,000.00	\$ 90,000.00

## Profit:

*WYO (schedule 4)	\$ 990.00	
Student Director (schedule 5)	170.00	
Campus Magazine (schedule 6)	150.00	
Rodeo (schedule 15)	2,136.00	\$ 3,446.00
TOTAL ESTIMATED INCOME		93,446.00

## APPROPRIATIONS:

Athletics—50% student fees	\$ 45,000.00
Union Building Fund—20% student fees	18,000.00
Union Operations Account—10% student fees	9,000.00
Union Replacement Fund—5% student fees	4,500.00
Executive Committee (schedule 1)	230.50
Finance Committee (schedule 2)	775.00
Branding Iron (schedule 3)	1,755.00
W Book (schedule 7)	635.00
Social Committee (schedule 8)	323.00
Rifle Team (schedule 9)	600.00
Band (schedule 10)	1,300.00
Forensic (schedule 11)	1,020.00
Women's Athletics (schedule 12)	975.00
Frosh Orientation (schedule 13)	300.00
Awards (schedule 14)	875.00
Stock Judging Team (schedule 16)	585.00
Hockey Team (schedule 17)	500.00
Religious Emphasis Week (schedule 18)	100.00
Senate Contingency Fund (schedule 19)	750.00

TOTAL ESTIMATED EXPENDITURES \$ 87,223.50

ESTIMATED ADDITION TO SENATE RESERVE \$ 6,222.50

\*An additional fee of \$5.50 (WYO \$4.50 plus photo \$1.00 will also be charged students during registration. This fee is included in the WYO Budget (schedule 4) and only the anticipated net profit is shown above as estimated income.

Then followed a discussion of the several budgets of the University covering the coming fiscal year. Mr. DelMonte then moved that President Humphrey be authorized and directed to write a letter to Governor Hunt outlining the financial needs of the University for the coming year and requesting that the Governor call a special session of the Legislature in the immediate future for the purpose of permitting the University to request the Legislature for sufficient funds to carry the University through the coming year without curtailment of essential services and instructional offerings. This motion was seconded by Mr. Watenpaugh and unanimously carried.

*Legislature  
Special Session*

It was moved by Mr. DelMonte, seconded by Mr. Sullivan and carried, that the memorandum of understanding covering the operation of the Recreation Camp be approved with the clarification contained in the following paragraph from a letter from Wallace Bell: "The summer Senate would appropriate funds to cover all operating expenses over the summer session, and any capital outlays they see fit to make. All would be separate from the regular A.S.U.W. accounts, and the only requisitions cleared to the manager by the committee would be those for approved capital outlays. In this manner the summer Senate would be contributing an equitable amount toward operation, and both Senates would be contributing to the improvement of the camp."

*Memo. of Understanding  
Operation of  
Recreation Camp.*

#### MEMORANDUM

Subject : A.S.U.W. Recreation Camp

There shall be a memorandum of understanding worked out between the Student Senate, or its authorized committee, and the Physical Education Department. This memorandum shall set forth the duties and obligations of each body in the operation and administration of the Recreation Camp and shall contain the following:

1. Supervision

- a. The camp shall be operated under the supervision of a manager selected by the Head of the Physical Education Department.

- b. The manager shall be responsible to a Recreation Camp Managing Committee. This committee shall consist of two Student Senators, one of which must also be a member of the Finance Committee; one student at large; one administrative representative; one faculty representative; the camp manager, ex-officio, without vote; and the Comptroller, or his representative, ex-officio, without vote.
- c. The committee shall hold a regular monthly meeting on a definite date convenient to the members. The manager shall have the authority to call a special meeting of the committee at any time he deems necessary.

## 2. Budget

- a. A budget shall be submitted to the committee by the manager in March or April for the ensuing year, beginning September 1. When approved, the budget will be sent to the Finance Committee to be included in the A.S.U.W. budget according to the A.S.U.W. Constitution.
- b. The budget for the Recreation Camp shall be reviewed quarterly by the managing committee, and expenditures for the next quarter shall be based and proportioned according to previous corresponding quarters. A meeting for this purpose will be held three weeks before the end of each quarter.
- c. In all expenditures involving budgeted funds, the managing committee shall be the authority. The Student Senate or the Finance Committee shall have no authority over expenditures except unbudgeted, or when the yearly budget comes before them.

## 3. Financing.

- a. The manager, at the above mentioned meeting, shall submit blanket requisitions to cover expenditures in each general item on the operational expense account for the ensuing quarter.

Note: The term general item on the operational expense account shall be construed to mean items such as the following: food, wages, rent, transportation, fuel, etc. It shall not be necessary to requisition individual items within the above categories.

- b. The manager shall also submit requisitions at this meeting for budgeted capital outlays which he anticipates will be made during the next quarter. The estimate whereby the manager arrived at the sum requisitioned shall accompany each requisition for capital outlays. The allotment of funds shall

not be made on an itemized basis, however, in order to simplify operations as much as possible. Requisitions not used during the designated quarter shall be void at the close of that quarter.

- c. Capital outlays requested by the manager but not appearing on the budget shall be approved by the managing committee before being sent to the Finance Committee and the Student Senate for final approval.
- d. There shall be a petty cash account maintained to enable the manager to take advantage of quick bargains in purchasing minor capital items. This fund shall be handled in a manner which the Comptroller shall designate.
- e. The managing committee shall have the power to authorize transfer of funds from one account to the other on the budget.
- f. Funds remaining in the operating account at the end of a quarter shall remain in that account for use during the next quarter, but they shall be taken into account when the budget for the next quarter is reviewed.
- g. Budgeted funds, both operational and capital, which are not used during a year's operations shall go into an improvement fund at the end of that year. This fund shall be at the disposal of the managing committee. If at any time, however, this fund shall exceed the sum of \$1500.00, the excess funds shall revert to the A.S.U.W. reserve immediately.
- h. At its last meeting in the spring quarter, the committee shall approve requisitions for the summer session of the camp and tentatively approve requisitions for the fall quarter on the new budget.

#### 4. Administration

- a. The manager shall be in complete charge of the A.S.U.W. Recreation Camp. The committee shall not interfere with him in any manner as long as he does not violate the terms of the agreement or the budget and conducts the operation of the camp in the best interests of the general student body.

Mr. Hansen then moved that the President be authorized to request the State Building Commission to release the sum of \$8,500 appropriated by the last Legislature for capital outlay on the several State Farms. This motion was seconded by Dr. Cunningham and carried.

*State Farms  
Capital Outlay*



Mr. Hansen moved that the request of Athletic Director Jacoby for funds with which to employ a trainer as a replacement for Michael Ryan, who resigned, be approved with an upper salary limit not to exceed \$6,200. This motion was seconded by Mr. Burwell and carried.

The date for the next meeting of the Board was set for 10:00 A.M. May 31.

The Board adjourned at 5:30 P.M.

Respectfully submitted,

*Fay E. Smith*

Fay E. Smith  
Secretary

*Athletics  
Replacement for  
Michael Ryan*

*Next Meeting*

*Adjournment*