

8-19-1925

Minutes, August 19, 1925

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The Comptroller is authorized:

1. To endorse warrants and checks in the name and on the behalf of the Board of Trustees and give full discharge for the same.
2. To sign checks for the disbursement of college funds on warrants or vouchers approved by the President of the College.
3. To pay in advance of approval salary and labor vouchers and those allowing a cash discount.
4. To approve of the compensation paid to all employees of the College below the rank of faculty and staff, and all contracts or agreements involving the expenditure of money.
5. To make purchases of supplies for all departments of the College on requisition of heads of departments and to make payments for labor provided the expenditures shall not exceed the budget allowance.

The Comptroller is directed:

1. To prepare a budget in consultation with the President and department heads and submit the same to the Board of Trustees on or before July 1st of each year, showing the estimated income of each college division and itemized estimates of the expenses of each department for the ensuing year.
 2. To see that the total expenditures shall not exceed the amount designated in the budget.
 3. To refuse the purchase of supplies or the employment of labor which will involve expenditure in excess of the budget for any department unless same has the approval of the Board of Trustees.
 4. To keep all the property of the College suitably insured.
 5. To give a bond to the State in the sum of \$25,000.
 6. To report to the President monthly and to the Board of Trustees the financial showing of all departments for the fiscal year to date, and submit a condensed statement of the assets and liabilities of the different funds of the College.
6. It was voted to authorize the Comptroller (State) to make payments made to the Board of Trustees of the Connecticut Agricultural College upon requisitions certified by R. I. Longley, Comptroller, and approved by C. L. Beach, President.

- d. At a meeting of the Board of Trustees of Mansfield State Training School held July 7, it was voted:

"to allow the Connecticut Agricultural College to construct a coal trestle at the lower entrance to the Mansfield State Training School farm, with the provision that a road would be kept open so that we could have access to our farm by your trestle at all times".

Signed

CHAS. T. LAMOURE
Superintendent.

- e. That the Board of Control, meeting July 23, 1925, voted:

"to add to the appropriation made to the Connecticut Agricultural College, payment in lieu of interest (Land Grant Fund) the sum of \$394.41, in order that the appropriation may equal the interest actually received as required by the U. S. Government" (for the year ended June 30, 1924).

- f. The State Treasurer reports that the interest earned on the Land Grant Fund for the year ended June 30, 1925, was \$9703.34 (\$2953.34 in excess of 5% interest)

- g. That notice had been sent to all applicants that students will not be permitted to keep and operate automobiles at Storrs during the College year, except in the case of those who live at home.

4. It was voted to approve of the action of the President in regard to the use of automobiles by students.
5. It was voted that the office of Treasurer of the Board of Trustees and the office of Assistant Treasurer be abrogated, and that a Comptroller of the College be appointed whose duty it shall be to receive all moneys due the Connecticut Agricultural College from federal, state, and private funds. He shall be required to make provision (1) for the proper accounting of all moneys received; (2) for the monthly collection of all accounts due the College, and submit to the President for his approval and signature reports in proper form. The Comptroller shall be responsible to the President for the management of the Business Office, Book Store, Dining Hall, Buildings Department, Infirmary, for janitor service and such other duties as the President may designate.

7. It was voted, in case of inability to act, that M. E. Snow be authorized to make requisitions upon the Comptroller in place of R. I. Longley and that A. E. Vinton be authorized to certify to requisitions in place of C. L. Beach.
8. It was voted that articles or animals shown at fairs in Connecticut be not entered for competition except upon invitation of the management and only to fill classes.
9. It was voted that the College make an exhibit at the State Fair at Hartford and that Mr. Alsop be appointed to petition the Board of Control for an appropriation to cover the expenses of the exhibit.
10. It was voted to petition the Board of Control for an appropriation for the purchase of equipment for the Horticultural Cold Storage Building. The Legislative Committee of the Trustees were appointed to present this request to the Board of Control.
11. The Building Committee reported that plans for a dormitory had been submitted by the following architects:

Bilderbeck & Langdon	New London
Wesley S. Bessel	New York City
Harrison E. Baldwin	New Haven
Wm. F. Marchant	Hartford
O. C. S. Tivoli	Bridgeport
Wm. J. Smith	Meriden
Loomis J. Thompson	New Britain
Max J. Unkelbach	New Britain
D. K. Perry	New Britain

12. It was voted that:
 - (a) Plan "A" of D. K. Perry be selected and he be employed as architect to prepare detailed specifications;
 - (b) the President be authorized to advertize for bids from construction companies for the erection of said building, subject to the approval of the Board of Control.

The meeting was then adjourned.

WALTER C. WOOD

Secretary.