

1-8-1918

Minutes, January 8, 1918

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Recommended Citation

"Minutes, January 8, 1918" (1918). *Agendas and Minutes*. 730.
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Hartford, Conn.,

January 8, 1918.

Meeting called to order at the Hotel Heublein by H. G. Manchester, Vice President.

Those also present were Messrs. Alsop, Hubbard, Lyman, Jarvis, Fanton and Brown, Mr. Beach, Mr. Longley and King.

Minutes of the previous meeting were read, approved and placed on file.

VOTED: That the following changes in the By-Laws be approved; that the By-Laws as revised to January 8, 1918, be adopted as follows:

"CHANGES MADE IN BY-LAWS

1. Regular meetings of the Board shall be held on the third Wednesday of each month. (Now reads, 'shall be held on the second Tuesday of each month'.)

13. The officers of the Board of Trustees, apart from His Excellency, the Governor, who is ex-officio Honorary President, shall be Vice-President, Secretary, Treasurer, Executive Committee, Gilbert Farm Committee, Auditing Committee, Experiment Station Committee, Extension Service Committee and Administration Committee. (omitted Auditing Committee.)

26. Sign checks for the disbursement of the college funds on warrants of vouchers approved by the auditor of the Board. He may pay in advance of the audit, salary and labor vouchers and these allowing a cash discount. (now reads, 'auditor of the College'.)

Changed articles 68, 69 and 70 to articles 28, 29 and 30, changing the duties of the chief clerk to those of Treasurer. Wording is not changed.

Under 'Duties of Standing Committee', the last sentence before the membership of the Executive Committee has been changed to read: 'The action taken by the Standing Committee, excepting the Executive Committee and Gilbert Farm Committee, shall be of effect in the management of the College, only after approval of the Board'. This sentence originally read 'The action taken by the Standing Committees, excepting the Executive Committee, Gilbert Farm Committee and Auditing Committee, shall be of effect in the management of the College, only after approval by the Board'.

Article 35 'Other college budgets when properly approved shall be lodged with the Chief Clerk; notice of the sums appropriated shall be given by the President to the individuals concerned; all purchases shall be made on requisitions filed with the Chief Clerk; and it shall be the joint duty of the President, the Chief Clerk, and the individual officers to whom grants are made, to see that the total expenditure shall not exceed the amounts designated in the budget'.

This article has been divided as follows:

38. Other college budgets when properly approved shall be lodged with the Treasurer; notice of the sums appropriated shall be given by the President to the individuals concerned.

The remainder has been placed under 'Purchasing Agent' article 70, as follows:

70. All purchases shall be made on requisitions filed with the purchasing agent; and it shall be the joint duty of the President, purchasing agent, and the individual officers to whom grants are made, to see that the total expenditure shall not exceed the amounts designated in the budget.

Auditing Committee.

42. The auditor shall examine, and approve, if found correct, all vouchers covering the expenditure of the College.

43. An auditor's meeting shall be held each month.

44. No voucher covering an expenditure shall be approved by the auditor until it has been approved in writing by either a Committee of the Board, the President, or the Manager, Head or Director of the Department for which the expenditure is to be made; provided, however, that no payment of any building contract shall be made unless authorized in writing by the Building Committee or by a vote of the Board.

The above now reads 'Auditor' instead of 'Auditing Committee'.

Article 42 is now Article 68
Article 43 is omitted
Article 44 is now Article 69'

A letter from Mr. Morrison regarding vocational education was received and discussed and Mr. Beach was instructed by the Board to reply that under the law the Board of Trustees has no option in the matter, as the law specifies that Mr. Eaton shall be in charge of the work.

VOTED: That the Secretary be authorized to offer the Dunham Farm to the Hartford County Jail Commission for \$25,000.

VOTED: That Mr. Beach be authorized to offer \$6,000 for the Benjamin E. Valentine property with power to buy it.

VOTED: That the College be represented by President Beach at the meeting of the Association of American Agricultural Colleges and Experiment Stations, to be held at Washington next week.

VOTED: That Mr. Longley be authorized to pay the bill of Unclebach and Perry on presentation of itemized statement representing cost to them up to date.

4

The following report of the Attorney-General regarding voting powers of the Committee on the Gilbert Farm School Committee was received as follows:

"Hartford, January 3, 1918.

"Charles L. Beach, Esq.,
President Connecticut
Agricultural College.

Dear Sir:-

I have received from you the following request for an opinion:

'The by-laws of the Board of Trustees of the Connecticut Agricultural College provide- 'The Gilbert Farm Committee shall have charge of the Gilbert Farm at Georgetown; and shall render to the Board of Trustees reports covering the conditions, operations and finances of this farm. A budget covering all expenditures shall be made up in advance by a committee after consulting with the manager, the budget to be presented to the board for approval.'

Under a resolution adopted January 5, 1916, the Board of Trustees of the Connecticut Agricultural College have established in connection with the Gilbert Farm at Georgetown 'a school for the purpose of teaching or instruction in farming practically and instruction in the science of farming as taught by the college, and especially the art of raising and caring for live stock.'

The Gilbert Farm Committee, consisting of two Trustees and the President of the college, was appointed to carry out the provisions of the above resolution. The membership of this committee has been increased by the addition of three members of the college faculty. I have been requested to solicit your opinion, as Attorney General, as to whether under the by-laws of our board, the faculty members of the committee have the same standing and the right to vote as the trustee members on matters which come properly before the Committee for consideration.'

The testamentary provisions concerning the Gilbert Farm (See Report of the Attorney-General, 1915-1916, page 144) appear to impose no restrictions as to the instrumentalities by which the actual management of the school established at the Gilbert Farm shall be conducted, and the by-law of the board of trustees which you quote does not create any distinction between the powers of those members of the Gilbert Farm Committee who are also trustees of the school and the other members of the committee. So far as appears then, the members of the committee are, as such, the agents of the trustees in the management of the farm and school, subject to the general direction and control of the board of trustees, and while, of course, the trustee members of said committee have powers not possessed by the other members in that as such trustees they may vote upon questions relating to the farm and school pending before the board of trustees, the individual standing and rights of the members of the committee are, in my opinion, equal as to matters within the jurisdiction of the committee, and all members of the committee, whether trustees or not, have an equal right to vote on all matters properly before the committee for consideration.

Respectfully submitted,
 (Signed) George E. Hinman.
 Attorney-General."

VOTED: That hereafter the Treasurer be instructed to carry insurance of 80% of the contents of all buildings as inventoried of October 1st, and the buildings at 90% except those buildings especially exempted by previous vote of the Board.

VOTED: To authorize the Treasurer to have the buildings re-appraised at a cost not to exceed \$200., and that the buildings be insured at 90% of the new appraisement.

VOTED: That the Treasurer be authorized to pay the following bills:

- Central Supply Co. of Worcester----\$ 83.87
- The Artesian Well & Supply Co. ----2349.00

Meeting adjourned.

Attest: O. F. King.

Secretary.