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Minutes, April 17, 1916

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Hartford, Connecticut,

April 17, 1916.

A special meeting of the Board of Trustees of the Connecticut Agricultural College was called to order at the Heublein at 12:15.

Mr. Jarvis was appointed Chairman.

Messrs. Hubbard, Lyman, King and President Beach of the College were also present. No quorum.

Moved by Mr. Lyman that the clause referring to State Reformatory boys at Cheshire be stricken from the minutes of our last meeting on account of the same not having been properly introduced.

Moved by Mr. Hubbard that the report of the Gilbert Farm Committee of March 11, 1916, standing on our records of March 15, 1916, be accepted and approved. Motion carried.

Motion by Mr. Hubbard that the report of the Gilbert Farm Committee of April 13th, be accepted and approved and incorporated in the minutes of this meeting as follows:

"A meeting of the Gilbert Farm Committee was held

at Georgetown, Thursday, April 13th. Present Mr. Lyman, Mr. Hubbard and Mr. Beach.

"It was recommended:

1. (a) That the Gilbert Farm Committee be authorized to lease the W. E. Osborn Farm at an annual rental of \$400. per year for a term of five years with the option of purchase at the end of this period at a sum of \$18,000.

(b) That a copy of the lease be spread on the minutes of the Board.

2. That the barn located at the north end of the Farm be moved and remodelled into a wagon and tool shed and repair shop at an estimated expense of \$2,000.

3. In response to advertisements, sealed bids have been received for live stock as follows:

George B. Hopkins, Jr., Ballston Lake, N. Y.

2 year old filly	\$100.
5 registered ewes and)	
4 registered lambs)	68.
14 lambs	84.

B. A. Seavinott, Petersham, Mass.

2 3-year old Hereford heifers	\$300.
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Dr. Howard S. Neilson, Darien, Conn.

Bridget's Rose, 3rd)	
Buttercup 2nd)	
Blossom Midget, 2nd)	\$1,000.
Fill Pail Queen, 2nd)	
Rosebud 2nd)	

Ed. J. Wells, East Windsor Hill, Conn.

Red Bull	\$226.
Blossom Midget, 2nd	126.
Fill Pail Queen, 2nd	81.
Blossom Midget, 3rd	81.
Bridget Rose Calf	51.

Donald Mitchell, New London, Conn.

4 Percherons	\$ 826.50
37 Shropshires	291.40

4. That the Committee be authorized to sell to the College, four head of Hereford cattle, three colts, 37 Shropshire Sheep for the sum of \$1,000., this amount being in excess of "any bid price therefor".

5. That announcement be made that the Gilbert Farm School is prepared to receive students, applicants to be not less than 16 years of age and resident of Connecticut. Applications should be addressed to George Eaton, Jr., Georgetown, Conn.

"It was voted:

6. To remodel the buildings adjoining the Farm House for a temporary Dining Hall and Kitchen at an estimated expense of \$600.

7. To authorize Mr. Lyman to purchase a pair of work horses at Gilbert Farm at an expense of not to exceed \$500.

8. To authorize the Chairman of the Committee to purchase a carload of fertilizer for the Farm.

9. To authorize the Chairman to install electric light fixtures in the Osborn house at an expense of not to exceed \$100.

10. To request the Secretary of the Board to call a meeting of the Trustees for the purpose of acting on the reports of the Gilbert Farm Committee, date of March 11th, and April 13th."

Moved and seconded that the Connecticut Agricultural College advance a sum not to exceed Two Thousand Dollars(\$2,000) to the State Highway Department for the completion of the road from the end of the present macadam to the College campus, with the understanding that the work be commenced before May 1, 1916, the amount to be refunded from the funds of the next appropriation to the Highway Department for state roads; and that President Beach of the College be instructed to make all arrangements. Motion unanimously carried.

Moved that the plan and the duties of the Trustees as presented by Mr. Hubbard be approved as follows:

COMMITTEES OF THE BOARD OF TRUSTEES.

Duties of Standing Committees: - The Standing Committees shall make themselves familiar with the condition, work, needs and plans of the Departments or activities of the College implied in the committee names or assigned to the Committees by the Board. Upon information gained, the committees shall make recommendations to the President of the College or to the Board of Trustees concerning the welfare of the Institution. The actions taken by the Standing Committees, excepting the Executive Committee and Gilbert Farm Committee shall be of effect in the management of the College, only after approval by the Board.

Executive Committee (duties defined in the By-laws).

Gilbert Farm Committee (duties defined in the By-laws).

Auditing Committee (duties defined by the By-laws).

Experiment Station Committee. The duties of the Experiment Station Committee shall be to consider matters relating to the general policy of the work of the Experiment Station, lines of investigation, the budget and the recommendations of the Director regarding the personnel of the Station staff. The Director of the Experiment Station shall be a member and attend all meetings of the Committee except when requested otherwise by them; and may participate in the discussion but shall not vote.

Extension Committee. The duties of the Extension Committee shall be to consider all matters relating to the Extension service, lines of work, projects, budget and the recommendation of the Director regarding the personnel of the Extension Staff. The Director of the Extension Department shall be a member and attend all meetings of the Committee except when requested otherwise by them; and may participate in the discussion but shall not vote.

Administration Committee. The duties of the Administration Committee shall be to consider the recommendations of the President regarding the appointment, promotion or dismissal of members of the faculty; to consider all reports and petitions from the faculty and from the student body ad-

dressed to the Trustees; to consider matters in relation to the policy and internal welfare of the College. The two alumni members of the Board of Trustees shall be members of the Administration Committee.

PERSONNEL OF THE PROPOSED TRUSTEE COMMITTEES.

Executive Committee: Mr. Alsop, Mr. Jarvis, Mr. Manchester.
Gilbert Farm Committee: Mr. Lyman, Mr. Hubbard.
Auditing Committee: Mr. Stoddard, Mr. Fanton.
Experiment Station Committee: Mr. Alsop, Mr. Jarvis, Mr. Henry.
Extension Committee: Mr. King, Mr. Lyman, Mr. Stoddard.
Administration Committee: Mr. Manchester, Mr. King, Mr. Hubbard.

Motion that the President be instructed to send such members of the Faculty to such High Schools and Grammar Schools in the state as he deems best, the object being to interest prospective students in the advantages of the Connecticut Agricultural College and the desirability of their being enrolled as students of the College.

Meeting adjourned subject to the call of the Secretary.

Attest: O. F. King.

Secretary.