

7-11-1917

Minutes, July 11, 1917

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Storrs, Conn.,

July 11, 1917.

The regular annual meeting of the Board of Trustees of The Connecticut Agricultural College was called to order at 11:00 o'clock A. M. at the College by Vice President Harry G. Manchester.

Those also present were Messrs. Henry, Lyman, Hubbard, Fanton, President Beach, Mr. Baker and King. Mr. Stoddard came in later.

Minutes of the previous meeting were approved without reading.

Mr. Baker rendered the following report on the Extension Service:

"REPORT OF THE EXTENSION SERVICE
Special Work April 1 - July 1, 1917.

1. Garden Supervision. In April and May a large number of communities applied to the College for garden supervisors. Nineteen of our students and graduates were placed. Three other men were placed in these positions. All of these garden supervisors are part of the Extension Service, under the immediate supervision of the County Agent in the county and under the general supervision of the College. These garden supervisors send in weekly reports to the Farm Bureau office and to the College. There are approximately 30,000 gardens under their supervision. These gardens include family gardens and children's gardens. The garden supervisors are paid by the local community employing their service and are receiving from \$75. to \$100. a month. Only one of our students whom we placed in these

positions has failed. He threw up his job after working two weeks. All the others are rendering satisfactory service.

2. Pig Club and Swine Work. This work began with the employment of Mr. J. A. Simms, who took up his duties with us May 1. Since that time Mr. Simms has organized his work in the State, has made arrangements with banks in every county to finance loans to boys who desire to buy a pig but do not have the funds. Mr. Simms has brought into the State in three carload lots over 400 piglets for boys and girls. These three cars have been placed in Hartford, New Haven and Fairfield Counties. He is negotiating for another car of 170 pigs for Tolland County. This latter supply is intended for boys and girls and also for farmers. When this car is brought into this State, it will make a total of approximately 600 pigs that have been placed through Mr. Simms' work. In all probability this number will be considerably increased.

3. Requests for Assistance in Production. Just previous to and during the planting season a large number of calls were received for assistance in connection with increased production. For instance, New Britain planted 50 acres of potatoes. One of our men called upon the leaders in this project and gave them instruction as to how to grow the crop. In Danbury about 200 acres of potatoes have been planted and another of our men gave instruction in carrying out this project. A large number of such illustrations might be mentioned of assistance that has been given in this work. The faculty of the College as well as the Extension Service have been used for meeting these calls. Practically all calls to the Food Committee for agricultural information have been referred to the College.

4. Cooperation with the Food Committee. At the invitation of the Food Committee, the Extension Service opened an office in the Food Committee rooms. We have placed in that office the following: Mr. Davis, our County Agent Leader, whose work has been to correlate the work of the Food Committee with the College and our county farm bureaus; Miss Sprague, our Leader of Girls' Clubs, whose work is to correlate the work of the women's organizations in this State on Food Conservation; Mr. Smith, our extension man on Marketing, who is assisting the Committee on problems of distribution and marketing; Mr. Campbell, from the Dairy Department, who is carrying on the publicity work of the Food Committee. Through solicitation from the College, the United States Department of Agriculture placed in the office of the Food Committee a man on labor. This man has now been withdrawn from the State, due to the fact that the appropriations supporting the work have been exhausted. It

has been very fortunate indeed that the Extension Service had these men in its employ so that they could be placed in the office of the Food Committee, and it has been for - fortunate also for the College to be so closely tied up with this Committee. In addition to the above people who are devoting practically their full time with the Food Committee, the College has agreed to provide all bulletins needed by the Food Committee on agriculture and food conservation.

5. Canning School. We had originally planned to give four weeks' training in canning, the plan being that each week a set of workers should be trained who would go back into their communities to give demonstrations. It was necessary in order to provide equipment and give actual canning to everyone taking the course to limit each school to 80 members. So many people have desired to take this course that it has been necessary for us to extend the school from four to seven weeks. Each school has had a full enrollment with the exception of the one in session this week, which is a school especially for home economics teachers; over 60 are enrolled in this course. By the time the seventh school is finished, we shall have trained here at the College between 500 and 600 women, most of whom have come here for the purpose of going back to their local communities to give canning demonstrations. This is one of the most far-reaching projects that we have undertaken. It should count for a great deal in this State in food conservation. The course has included home canning, community canning, evaporation and drying, every student in the school having a chance to actually do the work connected with all these phases of food conservation.

6. Canning Demonstrations. In addition to giving instruction in the canning school, our home economics workers have given 41 canning demonstrations in different sections of the State. The women county agents are also giving a large number of canning demonstrations.

7. Publications. There has been a large demand for publications on crop production and food conservation. The College has published the following circulars and bulletins:

	<u>Issue.</u>
The Home Garden	20,000
Planting the Home Vegetable Garden - Card	20,000
Hints on Vegetable Gardening	15,000
Hints on Potato Growing	10,000
Spraying Potatoes	10,000
Common Diseases and Insects Attacking	
Garden Plants	30,000
The Storage of Common Vegetables	10,000
Orchard Spray Calendar	10,000

Publications - Cont.

Increase and Conserve Poultry Products	10,000
Growing Crops to Reduce the Feed Bill	10,000
Poultry War Rations	10,000
Home Grown Poultry Feeds	10,000
Home Canning	50,000

In addition to these publications, the Food Committee in several instances has put out an additional issue of our publications and has also issued publications of its own which the College has prepared.

In connection with this work, it was necessary for us to employ another woman to take care of writing publications on home economics topics. This woman has been employed for the summer only.

8. Home Economics Work. Due to the necessity for food conservation, our home economics extension work has developed rapidly. Five of our county farm bureaus now have women county agents. All of the others are taking steps to employ such a worker. The work of these women is on a par with the work of the agricultural agents and has the same relation to the College, their work being a part of the home economics extension work of the State. Miss Hayes, our home economics extension worker, has the supervision of the work of these women. The Lever Food Bill, which has been passed by the House and the Senate, carries an appropriation for increase in our extension work in agriculture, boys' and girls' club work, and home economics. For these three lines of work there will be available to Connecticut, provided the bill, which is now in conference, finally becomes law, about \$30,000. About two-thirds of this appropriation will be used for developing our home economics extension work in employing assistant workers on our county farm bureau staffs. These workers will be employed as food emergency agents and their services will in most cases terminate at the end of the war. Some of this appropriation, however, will be used in assisting counties to finance their county home economics worker. It is expected that the one home economics worker in each county will be put on a permanent basis.

9. Dairy Survey. At the request of the Boston Chamber of Commerce and at the desire of our own State Food Committee, the Extension Service in cooperation with the Dairy Department of the College agreed to make a study of the cost of milk production in Connecticut. This study covered the cost of milk production for the year May 1, 1916 - April 30, 1917, and also the cost of milk production for the month of April, 1917. The records were taken from 193 representative dairy farms, these farms being chosen from every county in the State. One Hundred and seventy-

nine of these records were used in the final tabulation. There were on these farms 3,238 cows producing on the average 6009 pounds of milk. The average cost of milk per quart for the year was .0553. The average cost of milk per quart on these farms for the month of April was .0629. The average price received by the farmers for the year was .0487 per quart, representing an average loss per cow per year of \$18.42. The average price received for milk for the month of April was .0568. A tabulated preliminary report on this survey has been written up. It is being written up in bulletin form for distribution throughout the State. #

10. Federal Land Banks. Mr. Smith, our extension man in Cooperation and Marketing, has just submitted to me a report of his recent activities in connection with the Federal Farm Loan Bank. He himself has organized in this State three National Farm Loan Associations, two of these associations being in Hartford County and the third with headquarters in Willimantic, serving the eastern part of the State. These three associations have a total membership of 36, and their loans total about \$100,000. Two other Land Bank Associations have been formed in the State, one at Rockville, organized by Mr. Graham of the Federal Bank and Mr. Gifford, our County Agent in Tolland County, and the other with headquarters at Colchester, organized by Mr. Pincus, representative of the Jewish Federation, and is an organization made up largely of Jewish farmers.

11. Farm Labor. The farm bureaus have placed on the farms about 400 farm laborers.

The Extension organization as a whole has been able to meet the increased demands which the war has made upon us in a satisfactory manner; in fact, I do not believe that if we had planned an organization especially for the present emergency we could have worked out a plan which would have been more satisfactory than our present organization for Extension work. By this I do not mean to say that our organization is perfect, as it is not. This belief, however, is supported, I think, by the fact that our College Extension Service is being used more and more by the State Food Committee as a means of carrying out its program, and is being called upon more and more by the people in the State for assistance.

In addition to the cost of production survey, a survey was made to discover whether or not the dairy animals on our farms are increasing or decreasing. Thirty-five hundred return post cards were sent out with these five questions:

(1) Number of milch cows on the farm April 1, 1916; (2) Num-

ber of heifers over six months of age April 1, 1916; (3) Number of cows April 1, 1917; (4) Number of heifers over six months of age April 1, 1917; (5) Do you think dairy cows are increasing or decreasing in your community? Twenty-five hundred cards have been returned to date. The replies of these farmers show the following:

- (1) A decrease in milch cows of 4.5%
- (2) An increase of heifers over six months old of 6.9%
- (3) An actual decrease of all dairy stock of 1.6%

Respectfully submitted,

H. J. Baker, Director."

It was voted that Mr. Baker be requested to take up the matter of finances with the Council of Defense through the Food Commission and that he be instructed by the Board to continue work of the Department as at present outlined, and report at the next meeting.

Voted: To approve the minutes of the Executive Committee of Friday, June 22, 1917, regarding the Whitney property.

It was voted to approve the recommendations of the Administration Committee:

That we authorize the President of the College to make such arrangement as he thinks best with the State Council of Defense for a Junior Agricultural Camp at the College;

That the letter of Mr. A. C. Dunham be acknowledged by President Beach and that Mr. Beach and Mr. Jarvis be authorized to call on Mr. Dunham regarding his farm which he has offered to the College;

That the matter of formulation of rules and regulations regarding the awarding of scholarships be left to President Beach and the Administration Committee of the Faculty;

That all students that room in the dormitories, unless some satisfactory reason is given to the President, be charged the flat rate at the Dining Hall.

The following recommendations of President Beach were also approved:

1. To approve of the transfer of Guy C. Smith, Professor of Agricultural Economics, now giving one-half time to the College and one-half time to the Extension Service, entirely to the Extension Department, salary to be paid one-half from the Smith-Lever fund and one-half by the Department of Agricultural.
2. To approve of the appointment of Hugh Bruce Price as instructor in Agricultural Economics at a salary of \$1,500. per year beginning June 30, 1917.
3. The Board appointed to canvass the ballots in connection with the alumni trustee declare H. G. Manchester elected for the four-year period beginning July 1, 1917.

The following report was filed with the Secretary of the Board of Trustees:

STANDING OF DEPARTMENTS

9 months

Departments	Budget	Expenditures	Overdrawn	Balance
Officers' Salaries	\$7,600.	\$4,898.98		\$2,700.02
Instructors' "	51,760.	39,372.61		\$12,387.39
Employees' "	2,760.	2,702.70		57.30
Agronomy	800.	855.15	\$ 55.15	
Bacteriology	1,000.	960.55		39.45
Botany	1,000.	637.94		362.06
Chemistry	1,200.	1,239.92	39.92	
Creamery	4,000.	4,991.79	991.79	
Dairy	2,500.	4,804.18	2,304.18	
Domestic Science	360.	312.10		47.90
Farm	3,000.	2,756.72		243.28
Horticulture	4,700.	2,103.53		2,596.47
Care & Imp. Grounds	4,400.	1,862.58		2,537.42
Library	1,700.	1,527.81		172.19
Math. & Physics	300.	282.54		17.46
Mechanic Arts	600.	871.76	271.76	
Military	1,270.	1,234.51		35.49
Physical Education	400.	796.22	396.22	
Poultry	2,350.	1,957.43		392.57
Zoology	650.	498.69		151.31
Rifle & Target Range	460.	457.46		2.54
Repairs to Bldgs.	11,000.	11,029.13	29.13	
Fuel & Light	12,000.	12,414.72	414.72	
Engineer & Fireman	1,600.	995.97		604.03
Janitor work & Supplies	2,200.	1,791.52		408.48
Insurance	3,000.	1,262.40		1,717.60
Pew Rent for Students	800.	666.61		133.39
Commencement	300.			300.00
Lectures & Ent. Committee	300.	565.99	265.99	
Nurses & Medical Service	950.	810.92		139.08
Tel. & Tel.	400.	36.37		363.63
Traveling Expense	800.	865.94		65.94
Print. & Advertising	300.	449.24	149.24	
Pub. Committee	1,200.	355.91		844.09
Office Equip. Supp. & Postage	1,200.	1,029.84		170.16
Entertainment of Guests	200.	122.70		77.30
Cartage & Transportation	500.	6.30		493.70
Grove Cottage	600.	464.64		135.36
Miso. Expense	588.70	179.29		409.41
Boarding Dept.	---		3,204.71	
Competition	---			99.97
Economics		43.00	43.00	
Agr. Economics		8.53	8.53	
Forestry		110.02	110.02	
Book Store		853.46	853.46	
Rent	---	---	---	
Laundry	---	---		86.07
Summer School	---	28.50	28.50	
Filter Beds, Sewage & Water	---	146.57	146.57	
Freight & Express	---	.27	.27	
Highway Survey	---	27.20	27.20	
Central Heat. Plant	---		736.55	
Moving Picture Machine		1.50	1.50	
R. R. Survey		138.26	138.26	
	\$ 130,748.70	\$109,634.95	\$10,216.67	\$27,791.06

The following officers were elected for the ensuing year:

Vice President,	Harry G. Manchester.
Secretary,	Olcott F. King.
Treasurer,	R. I. Lengley.
Auditor,	Clifford I. Stoddard.
Executive Committee:	J. W. Alsop, Chairman. Harry G. Manchester. Charles W. Jarvis. Iverson C. Fanton.

and all standing committees.

Voted: To approve the proposed plan for extension of the Poultry Department as per the maps presented.

The meeting adjourned at 12:00 o'clock M.

Attest:

O. F. King.

Secretary.