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Minutes, September 19, 1917

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Georgetown, Connecticut,
September 19, 1917.

The meeting was called to order at the Gilbert Farm, at 11:30 A. M., by Vice President Manchester.

Those also present were Messrs. Hubbard, Fanton, Lyman, Jarvis, President Beach, Treasurer Longley and King.

It was voted: That the salary of Professor Gulley, deceased, be paid to the end of the fiscal year - October 1, 1917.

Voted: That the management of the Dunham Farm be left with Mr. Beach for the time being.

Mr. Longley rendered a report on the accounts at the Georgetown Farm as follows:

"Storrs, Conn., September 17, 1917.

"The Honorable Board of Trustees,

At a meeting of your Board at Storrs, October 24, 1916 it was voted to place the Gilbert Farm accounts directly under the supervision of the Treasurer.

It did not seem advisable at that time to make any radical changes in the method of handling the receipts and disbursements of the Farm. Since then I have made occasional visits to Georgetown and audited the accounts so far as possible. A large number of corrections have been necessary and the work of auditing at the Farm has been rather difficult. The condition of the accounts has proven without a doubt that they can not be well kept at the Farm, a recent check of the books showing a cash shortage of \$190.36.

Having in mind more accurate records of the Gilbert Farm receipts and expenditures in order that I may report to your Board the condition of the Farm finances each month I offer for your consideration the following suggestions:-

First:- That Farm receipts be remitted to the Treasurer as are all receipts from other college departments. These may be deposited by the director and the treasurer notified, the account being subject only to checks drawn by the Treasurer. The Phoenix National Bank of Hartford has handled Gilbert Funds in the past and is willing to pay interest on a checking account. The City National of Danbury where the active Gilbert Funds are now on deposit allows no interest. I think these funds should be transferred to the Phoenix National.

Second:- That the director be allowed \$100 cash from which to make emergency payments, he to be reimbursed for same on presentation of receipted vouchers. The amount is ample for the needs of the Farm as payments totaling more than this can be made directly from the college office on request by 'phone.

Third:- That all regular payments be made by the Treasurer on receipt of vouchers approved by the director, all vouchers to show the distribution of the amount to the proper accounts. It is suggested that ledger accounts be carried as follows:-

POULTRY: Sub-divided under,
Labor, Feed, Stock, Equipment, Misc. - Receipts.

SWINE: Sub-divided under,
Labor, Feed, Stock, Misc.-Receipts.

FARM: Sub-divided under,
Labor, Feed, Stock, Equipment, Improvements,
Repairs to Buildings-Receipts.

BOARDING: Sub-divided under,
Labor, Supplies, Equipment.

The trend today is towards centralized accounting. The proper place for all college financial records is in the office of the College Treasurer. More accurate records will be possible if the Gilbert Farm accounts are handled through this office. It would also relieve the Farm director of work for which I am sure he has not the time needed."

Respectfully submitted,"

(Signed) R. I. Longley."
Treasurer."

It was voted: That the question of accounting at Georgetown Farm be left with the Treasurer of the College, Mr. Longley, with power to act.

Mr. Stoddard came in at 12:00 o'clock.

Mr. Beach presented the following recommendation:

"Loans to students from the
Gilbert Farm Funds.

"One of the most important needs of the College at the present time are funds for the assistance of needy and deserving students. Many letters are received during the year from young men making inquiry as to the possibility of securing paid labor while attending the College, sufficient in amount to pay either in whole or in part, the cost of board and expenses while attending college. Many students are obliged to withdraw from the institution during the year and many others fail to make application to enter College by reason of the lack of funds or the opportunity to secure a loan or employment.

The experience gained by students at farm labor is a valuable part of their training. Many agricultural colleges require a certificate of farm experience from students before graduating. It is urged that the use of Gilbert Farm as a training or experience school for students enrolled at the Connecticut Agricultural College or to be enrolled would be in conformity with the intent of the late Edwin Gilbert as expressed in his will, to wit:

'That the same (the Farm) be taken and maintained in connection with the said college as a farm and for the purpose of teaching or instruction in farming practically, that the income Twelve hundred shares of capital stock, be devoted to the care of the real estate herein devised and in the instruction of farming as taught by said College'.

It is recommended that the President be authorized to loan from Gilbert Farm funds, not to exceed \$200. to any one student enrolled in the College or School of Agriculture on the understanding and written agreement that said students will, when called upon, render not less than a month's service at Gilbert Farm for each \$50. loan.

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It is voted that the sum of \$3,000.
annually be set aside from the income of the
Gilbert endowment for the above purpose."

Voted: That the management of the Gilbert
Farm Committee at Georgetown during the past two
years be approved and that the recommendations of
the President regarding the future policy of the
Farm be adopted as far as possible in the judgment
of the Committee.

The meeting adjourned.

Attest: O. F. King.

Secretary.