

Guilford College, N. C.
June 2, 1930.

The regular June meeting of the Board of Trustees of Guilford College was held in Founders Hall on the above date, with the following Trustees present:

C. P. Frazier H. A. White D. D. Carroll Paul C. Lindley David White
R. L. Hollowell Jos. D. Cox W. E. Blair J. Elwood Cox President Binford

Members of the Advisory Committee present were:

Alice Paige White Notre Johnson Hettie O. Hollowell Helen Binford
Mary M. Petty Roxie D. White Bertha Cox Lellie D. Hill

Dr. Hobbs and Edgar T. Hole of the faculty were present. The minutes of the meeting held February 21, 1930, were read and approved.

R. L. Hollowell reported that the Laura Farlow deed for two houses in Greensboro had been completed and accepted and placed on record in the Court House. In this deed the College assumed a deed of trust for \$2,500.00 and issued an Annuity Certificate for \$6,000.00, all of which is approved by the Board.

David White reported a transaction of exchange of small strips of land with Samuel H. Hodgkin, authorized in minutes of February 17, 1926, completed, and deeds entered for record, this exchange of land being in connection with the opening of streets by Samuel H. Hodgkin in his tract of land adjoining land belonging to Guilford College. This exchange included also ~~much~~ deeds for small strips of land from R. W. Wilson and John E. Hodgkin to the Trustees of Guilford College. These deeds are also entered for record.

Dr. Binford reported 300 colleges represented at the Convention of Liberal Arts Colleges held in Chicago in March. A committee of fifteen was appointed to study the situation of small colleges and it was decided to call another meeting in 1931. The Board approved an appropriation of \$100.00 toward expenses of the Liberal Arts College Movement. All Friends' colleges belonging to the Five Years Meeting were represented, except Nebraska Central.

Dr. Binford reported in regard to the idea of co-operation among small colleges, that he had written to five in this state on the subject, and all but one had responded. He was asked to continue the investigation.

Edgar T. Hole made a verbal report in regard to the campaign for the College Sustaining Fund over a period of seven years now being carried on in New York by Mr. Vose. The report was encouraging, but hinges definitely on what could be done here in the state to match the results in New York, the Committee in New York practically guaranteeing the raising of \$12,500.00 yearly for seven years, provided an equal amount was pledged here.

On motion of Paul Lindley, the Centennial Committee was authorized to go to the expense of sending some one to see Elbridge Stewart in the interest of the College Endowment Fund.

On Motion of D. D. Carroll, the officers of the College, together with the Finance Committee, were authorized to borrow sufficient funds to pay salaries when due, and if necessary, to pledge collateral of the Endowment Fund for that purpose.

The final report of the Committee on Officers and Teachers for ;930-1931, not being quite complete, the Committee was requested to complete as soon as possible and furnish the Secretary the report to incorporate in these minutes. The report is as follows:

SALARIES FOR 1930-31

	Cash	Board & Laundry	House or Room	Total
1. Raymond Binford	\$3,540.00		\$460.00	\$4,000.00
2. Edgar T. Hole	2,500.00			2,500.00
3. E. C. Perisho	70.00	per month, plus \$5.00 for laundry, plus \$30.00 for rent, heat, light, water and fuel.		
4. K. C. Ricks	\$1,600.00	\$250.00	150.00	2,000.00
5. Maud L. Gainey	1,500.00	320.00	180.00	2,000.00
6. Edna Haviland	1,400.00	250.00	150.00	1,800.00
7. Era Lasley	1,400.00			1,400.00
8. L. L. Hobbs	1,200.00			1,200.00
9. Mrs. Levering	770.00	100.00	150.00	1,020.00
10. Mrs. Anderson		250.00	150.00	400.00
11. J. F. Davis	1,000.00			1,000.00
12. J. W. Pancoast	1,800.00	250.00	150.00	2,200.00
13. S. L. Haworth	2,600.00			2,600.00
14. Dorothy Gilbert	1,550.00	250.00	150.00	1,950.00
15. Duane McCracken	3,000.00			3,000.00
16. Mrs. Andrews,	2,000.00	360.00	300.00	2,660.00
17. Philip W. Furnas	2,950.00			2,950.00
18. E. G. Purdom	2,600.00			2,600.00
19. Max Noah	2,600.00			2,600.00
20. Wm. M. Lofton	2,150.00	250.00	150.00	2,550.00
21. R. G. Frounick	2,000.00			2,000.00
22. Elizabeth Bruce	1,800.00	250.00	150.00	2,200.00
23. F. C. Shepard	2,850.00			2,850.00
24. Paul Reynolds	1,000.00	250.00	150.00	Cancellation of notes 2,700.00
25. J. P. Anderson	2,700.00			2,700.00
26. Flo Osborne	780.00	180.00		1,280.00
27. Clyde A. Milner	3,000.00			3,000.00
28. Ernestine Milner	2,200.00			2,200.00
29. Gail Wilbur	1,500.00	250.00	150.00	1,900.00
30. James L. Fleming	2,000.00	250.00	150.00	2,400.00
31. Mari Luise Huth		250.00	150.00	400.00
32. Elizabeth Meinung	1,000.00			1,000.00
	<u>\$57,890.00</u>			<u>\$65,086.00</u>

The urgent matter of a new heating arrangement for King Hall was referred to the Committee on Buildings and Grounds with power to act..

Dr. Binford was authorized to tell the Carnegie Corporation that additional shelves will be provided for the College library for the care of any books for which the Corporation may make an appropriation.

A refund of \$40.00 was allowed Mary E. Turner and a refund of \$39.85 was allowed to Elinor Blair, provided the College does not have to pay her hospital bill.

An additional \$50.00 was authorized to be paid to the Yearly Meeting for promotion work.

Cyrus Frazier was appointed to prepare report of Trustees' for Yearly Meeting.

The Meeting then adjourned.

David White

Secretary.

Guilford College, N. C.
February 21st, 1931

The regular meeting of the Trustees of Guilford College was held on the above date with the following Trustees present:

J. Elwood Cox	Paul C. Lindley
R. L. Hollowell	Jos. D. Cox
Dudley D. Carroll	David White
President Binford	

Dr. I. L. Hobbs and Dean Milner were also present.

Dean Milner read a selection from the Bible and offered prayer. The minutes of the last meetings held October 23rd and November 21, 1930, were read and approved.

The Chairman of the Board called attention to the death of Henry A. White since our last meeting. Dr. Hobbs was requested to write an appreciation of Henry White, to be recorded in the minutes, and a copy to be sent to Mrs. White. Copies are also to be sent to the Friends' Messenger and Guilfordian.

Dean Milner made a verbal report as to the progress made in getting in touch with prospective students, especially those in the Friends' Meetings. He reported that Lewis McFarland and clerks in the local Meetings had responded very satisfactorily in the request to supply names of prospective students, especially those who would graduate in the Centennial Class. The summary of names secured was as follows:

For the year 1931	- - - - -	204 names
" " "	1932 - - - - -	117 "
" " "	1933 - - - - -	242 names
132 of these being Friends		

Dean Milner stated that a great many of these prospects were above the average students. The Board heartily approved this work.

Max Noah, head of the Music Department, came before the Board in the interest of the A Capella Choir. He read a prepared statement in which he set forth that it was the purpose of the Choir, not only to train young people to sing, but also to love Sacred music and to serve through concerts in building up a fine type of church music in the South. The Choir has had great success in its work so far. In order to encourage them in their work, arrangements are being made for a Northern trip during which the Choir is to sing before President and Mrs. Hoover, in the White House. It is his desire that an extended trip be arranged each year in order that members of the Choir may have stimulus to excellent achievement and that this message may be more widely extended. The Chairman was requested to ask the Advisory Committee to appropriate from their funds \$150.00 and \$350.00 was authorized from the general College Fund in order to help finance the trip this spring.

Dr. Binford and R. L. Hollowell reported that no action had been taken in regard to moving the Post Office and book store to the basement of Memorial Hall. This Committee was continued, with request to investigate and with power to act. It seemed urgent that something should be done toward providing the Dean of men a suitable office.

Dr. Binford reported for the Centennial Club that \$12,605.00 had been pledged toward the Sustaining Fund from this section, and the hope was expressed that

it might be increased to \$15,000.00. Degar T. Hole is now in New York helping the New York Committee to complete their quota of \$12,500.00. A letter was read from W. C. Tabor telling of the visit of Edgar T. Hole and himself to Atlantic City.

A recent letter from the Southern Association of Colleges to Dr. Binford called attention to the fact that Guilford College does not fully meet the requirements of the Association and that it would be necessary to improve the financial resources during this year.

Dr. Binford submitted a budget for 1931-32, and also a chart showing the relation of the various members of the faculty to the Administration offices. The Board strongly commended the chart and suggested that it be filed as a permanent record. The budget was approved with the definite understanding that proposed expenses be kept within its bounds.

Budget for 1931-1932

<u>Income</u>		
Students	-----	\$42,000.00
Endowment	-----	33,000.00
Donations	-----	25,000.00
Carnegie Corporation	-----	2,000.00
Non-educational Depts.	-----	3,217.00
		<u>\$105,217.00</u>

<u>Expense</u>		
Administration	-----	\$12,000.00
Instruction:		
Salaries	-----	\$52,800.00
Materials	-----	2,600.00
		55,400.00
Library	-----	5,200.00
Library - plus Carnegie	-----	2,000.00
Maintenance:		
Annuities	-----	\$1,670.00
Campus	-----	1,400.00
Ed. Bldgs.	-----	3,500.00
Garage	-----	.10
Insurance	-----	1,712.00
Interest	-----	6,500.00
Steam line	-----	3,000.00
Other expenses	-----	250.00
		18,042.00
Promotion:		
Financial campaign	-----	3,500.00
News service	-----	300.00
Scholarships	-----	3,500.00
Student campaign, printing, etc.	-----	2,000.00
Sundries	-----	1,000.00
		10,300.00
Endowment to special purposes	-----	2,275.00
		<u>\$105,217.00</u>

Sewerage Disposal Plant, \$1,500.00 to \$2,500.00

The recommendations for aid to students from the Miles White and Philadelphia Loan Funds were approved.

The request of Talmage Knight for a loan was referred to the Finance Com.

The sewerage matter was continued with the Committee to which it was heretofore referred.

Dr. Binford reported that Mrs. Lucy Jenkins Franklin, Dean of Women, Boston University, has been secured for Commencement speaker, Mon, June 1, 1931.

The meeting then adjourned.

Don White Sec'y

of C. F. Tomlinson, seconded by R. L. Hollowell, the Endowment Fund Committee was requested to make as complete analysis of the Fund as possible and report to the next meeting of Trustees.

Dr. Binford made further report in regard to the offer of the Friend in Florida to donate under certain conditions an orange grove to the College. After some discussion, on motion of Paul Lindley, it was decided, owing to present financial conditions, to decline the offer. Dr. Binford was requested to write to R. A. Graffia, of Lake Alford, Fla expressing our appreciation of his thought and explaining our inability to accept the offer.

Dean Milner reported having seen Alfred Buselle while on a trip north, and that he is working on plans for Guilford's Expansion Program. The initial \$1,000.00 payment has been made, but there is no further obligation.

Catherine Ricks came before the Trustees and submitted proposals which had been adopted by the Faculty. On motion of R. L. Hollowell, seconded by W. E. Blair, the Board voted unanimous approval of these proposals, and requested Miss Ricks to express to the Faculty our appreciation of the spirit in which the proposal was made, and pledging our best efforts to carry out the 4th item. The proposal is as follows:

REPORT OF FACULTY COMMITTEE ON FINANCES

Your committee held three meetings in East Parlor, Founders Hall, on Wednesday, February 18th, Thursday, February 19th, and Monday, February 22nd, respectively, with Miss Ricks, Chairman, presiding. All members were present at all meetings.

After some discussion it was felt by the committee that there were two fundamental financial problems now facing the college:

FIRST: The existing emergency which demanded some immediate action to provide relief for the present financial situation, and at the same time protect the best interests and welfare of the college and the faculty.

SECOND: Consideration of the future financial policy of the college to work out some plan whereby the college could operate within its annual budget in the future.

It was decided that intelligent consideration of the second problem would require more time and facts than were available to the committee, and that it should be postponed until some future date.

In this connection your committee decided unanimously that the following principles should be accepted as fundamental to any financial policy that the college should adopt for the future:

- (1) That the present Endowment Fund should be held intact.
- (2) That all activities and improvements involving expenditures that are not absolutely necessary to the functioning of the college should be eliminated during the present emergency.
- (3) That every effort should be made to retain the present faculty, thereby insuring that the standard of work shall not be lowered.

The following recommendations for the handling of the present emergency were unanimously adopted by your committee for the consideration of the faculty:

1. That 10% of the annual budget for salaries in the instructional and administrative departments be donated by the faculty and administration to the Guilford College Centennial Fund to be used by the Directors of that Fund as they deem advisable. This 10% donation should be distributed among the faculty and administration on the following basis: Each member should have a flat exemption of \$100 per month for the actual working months (\$900 in some cases and \$1200 in others); over and above this exempted amount each member should be assessed a percentage of his or her remaining salary necessary to produce a sum equivalent to 10% of the annual salary budget, the percentage donated to be the same for all members. Miss Gainey has figures that this percentage would amount to 17.54% of the salaries over and above the exempted amounts.
2. That provision be made by the college to pay each member of the faculty and administration three regular monthly installments on salaries on or before August 10th, 1932.

(NOTE) Any supplies or provisions purchased from the college shall be con-

sidered as a portion of the salaries referred to just above, and shall be deducted from the salary payments due before August 10th, 1932)

3. That the last two remaining installments on salaries shall be held in abeyance until the college shall be able to take care of this obligation, with the understanding that the amount held in abeyance shall bear interest at the rate of 6% on and after August 1st, 1932.

(NOTE: All monies donated by the faculty and administration shall be deducted from the last two remaining salary installments held in abeyance.)

4. In addition to the above, a further sum of 5% of the annual salary budget for the instructional and administrative departments shall be donated to the Guilford College Centennial Fund on the same basis as the first donation. PROVIDED that friends of the college shall subscribe and pay into the college treasury a sum equivalent to the total donation of the faculty and administration, which money shall be used to pay the salary installments held in abeyance.

It was felt by your committee that this action would give immediate relief to the extent of approximately \$22,000, and permanent relief to the extent of approximately \$9,500, and at the same time provide some means whereby the faculty and administration salaries might be paid within the near future.

The committee expressed itself as favoring a definite and concerted effort on the part of the student body, the faculty and the board of trustees to use their individual influence in soliciting well-prepared students for next year.

Your committee has made a conscientious effort to consider all elements of the situations and feels that the recommendations made are as equitable as could be devised, and while realizing that they call for a great sacrifice on the part of the faculty and administration, it was felt that their acceptance would, in the long run, be most beneficial to the college and the faculty.

Respectfully submitted,

Katherine Ricks, Chairman

F. C. Shepard, Acting Secretary.

February 22, 1932.

After dinner.

D. D. Carroll having asked to be excused for the remainder of the evening, Robert H. Frazier was requested to act as Chairman. Dr. Binford submitted a tentative budget for the year 1932-1933. This was fully discussed, but action was deferred with request to Dr. Binford to make a further study of possible reductions in expenses and report to next meeting.

The Board approved loans to students as recommended by President Binford from The Miles White Beneficial Society Fund and from the Philadelphia Fund.

A refund of \$30.00 to Ethel Chilton was approved.

A written request coming to the Board in regard to unsecured obligations of R. R. Ragan, J. Elwood Cox, and C. M. Hauser, the matter was referred to Robert Frazier and David White with power to act, and if upon careful examination it seemed proper to sign the paper submitted, as acting Chairman and Secretary of the Board.

The secretary was requested to write to J. Elwood Cox a letter of love and sympathy.

The meeting then adjourned to meet at the College on Friday afternoon, April 22nd, at 4 o'clock, P. M.

Robert H. Frazier
Chairman Pro Tem.

David White
Secretary.