

BOARD OF VISITORS
THE COLLEGE OF WILLIAM AND MARY
ANNUAL MEETING
October 2, 1943

The regular fall meeting of the Board of Visitors of the College of William and Mary convened at the Commonwealth Club, Richmond, Virginia, at eleven o'clock on Saturday, October 2, 1943.

Present at the meeting were: Mr. J. Gordon Bohannon, Mr. A. H. Foreman, Mrs. Norman T. McManaway, Mr. George Scott Shackelford, Jr., Mr. Oscar L. Shewmake, Mr. Robert Vaden, Dr. Claude C. Coleman, and Mr. Otto Lowe. Chancellor John Stewart Bryan also attended the meeting.

Absent were: Mr. Channing M. Hall, Mr. Francis P. Miller, and Mr. Dabney S. Lancaster.

The minutes of the previous meeting were ordered approved by the Board.

The Finance Committee reported that it had held a meeting on the evening of October 1, to review the report of the Bursar and that the Committee recommended the adoption of recommendations and resolutions contained therein.

The Executive Committee and the Building Committee of the Board stated that they had no reports.

The Board's Committee on Athletics reported that, in accordance with the Board's authority to act in the matter, they had authorized suspension of intercollegiate football for the academic year of 1943-44.

The Special Committees on the Matthew Whaley School, on the Water Supply, on the Richmond Division, and on Fraternities announced that they had no reports.

President Pomfret made the following report to the Board:

REPORT OF THE PRESIDENT

The Rector and the Board of Visitors
College of William and Mary in Virginia
Williamsburg, Virginia

Gentlemen:

The past four months which have elapsed since the last meeting of the Board have been unusually busy. The College has completed its transition from a peace-time to a war-time status.

In July, 500 Army Specialized Training cadets were received and on August 9 formal class-room instruction was begun. At present the cadets are housed in Brown Hall, the Blow Gymnasium, and the Field House. Those in the Field House will be transferred to Tyler Hall. To activate the Army Training program it was necessary to add approximately 11 instructors to the Faculty, and to assign a number of regular Faculty members to instruction in Army Geography, English, History, Mathematics, and Physics. It was necessary also to undertake the renovation of Tyler Hall since the Army refused to accept the Field House as permanent quarters.

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Our predictions regarding the situation at the College this Fall were substantially correct. However, the registration of civilian students was somewhat larger than contemplated. The term opened with 231 civilian men students, and with 666 women students, a total of approximately 900. During the summer the anticipated cancellations did not materialize, and in consequence, it was necessary to request a number of students to reside three in a double room.

The most serious problem confronting the College is the feeding of nearly 1800 persons in the dining halls. To accomplish this it was necessary to turn the main dining hall into cafeteria service and to make radical changes in the kitchen. These alterations are not yet complete owing to the difficulty of obtaining priorities from the War Production Board.

In order to house Army Corps cadets, Navy Chaplains, civilian men, civilian women, and additional Faculty members it became necessary to renovate not only Tyler Hall but also the Morris House and the Old Infirmary. The College will be crowded, at least for several months. But by Christmas many young boys will have been drafted, while both the Chaplains' School and the Army Corps will have shrunk somewhat.

The cost of all these alterations and repairs has been somewhat shocking to a President who had wished to curtail expenditures in every direction, in order to expedite debt repayment. On the other hand, it is far more honorable for the College to strain every sinew in the war effort than to spend its ingenuity in saving pennies. Perhaps, in the end, it will have done both.

FINANCES

The Bursar will summarize for you the fiscal operations of the year. It is pleasing to the President to learn that the College emerged from the first year of its administration with a surplus of \$45,000.00, even though it had to be spent immediately in order to activate the Army program. The Norfolk Division, too, finished with a surplus of \$6,000.00. The Richmond Professional Institute, however, now has an accumulated deficit of more than \$12,000.00, and this situation will bear watching. It is with considerable satisfaction that I record a decrease in the indebtedness of the Athletic Association of nearly \$15,000.00, and a reduction of indebtedness on the Gymnasium from \$75,000.00 to \$70,000.00.

There still remains a total indebtedness of \$622,000.00. Our indebtedness on Private Funds tends to increase, while that on the State account tends to decrease. In spite of some reduction, the total indebtedness on Private Funds, including that of the Athletic Association, stands at \$289,000.00. On July 1 the budgeting of Private Funds went into operation. According to plan, the College should reduce this indebtedness from \$10,000.00 to \$20,000.00 per year. It is my ambition to report to this Board at its next October meeting that this indebtedness has been reduced by at least \$50,000.00.

At the Governor's wish, the College, like all other State agencies, will not request additional funds for maintenance and operation. Indeed, if the College succeeds in obtaining an annual grant of \$250,000.00 for each of the next two years from the Commonwealth it will be most fortunate. Our student body will have declined from 1450 to fewer

than 900. If the War continues the Commonwealth should benefit by the reversion of considerable funds that have been received by the College from the Army and the Navy. The College will emerge with a large portion of its plant in first-class condition since the services insist upon a high standard of maintenance. On the other hand if the units withdraw in a few months the College will need these grants to bridge the way back to a peace-time structure.

The College has requested a renewal of its capital-fund grant for a new heat distribution system which it was unable to expend. It has also requested \$75,000.00 for erecting a much-needed warehouse, and the sum of \$160,000.00 for an additional classroom building at Norfolk. At present our stock equipment is scattered in attics and basements all over the campus and the continual moving of goods and supplies is costly and uneconomical. With a proper warehouse the College will be enabled to introduce a modern storehouse system of issuing supplies. The building for Norfolk has been advocated before but set aside in order to give priority to the heat distribution system.

THE ATHLETIC ASSOCIATION

In former reports I have referred to the chaotic state of the Athletic Association and its affairs. Because of the inactivity in men's intercollegiate athletics that has been enforced upon us by the War, the time has come for the Board to consider the future of the College in this field. Because of the absence of any definition of policy, and because of the absence of any constitution or by-laws for the Athletic Association, and in view of the fact that the Alumni Athletic Committee has disbanded, I am submitting to the Board for its consideration a proposed constitution and set of by-laws. If these measures are approved by the Board, they will be taken up by the Faculty in so far as they concern that body. In the main these proposals follow those of the Southern Conference, of which the College has always been a member. However, their adoption by the Board will define the attitude and the policy of this College for the post-war era.

EDUCATIONAL DEVELOPMENTS

The Faculty, on the recommendation of its Library Committee, has undertaken a survey of the library resources of the College in order that a plan of development may be worked out during the years to come. There has been some agitation for a new library building because our book collection has been growing rapidly. However, I am convinced that for many years to come little used books may be conveniently stored in a section of the proposed warehouse. If this were done space now occupied by books would be freed for student use. I should like nothing better than to restore about half the space now devoted to books to the students for study and for reading. The College needs a comfortable room in the Library where students may come and get acquainted with the hundreds of books which they never now have an opportunity of seeing.

It is with pleasure that I report the underwriting by the Friends of the College of a Memorial Book Shelf, established in honor of students, faculty, and alumni who have lost their lives in the present war. The annual contribution of \$500.00 per annum from the Friends will be used to purchase currently published books of significance in all fields.

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A fine modern collection of films and slides has been secured for use by the College. These teaching-aids will assist vitally in classroom instruction, especially in the scientific fields.

Through the efforts of the Department of Fine Arts a fine collection of musical records has been organized. They may be borrowed from the Library by any student of the College. Many of these records were formerly in possession of the Music section of the Department; others were purchased from the estate of Prentice Hill, and others have been recently added by the Friends of the College.

As a result of these recent developments our students have received certain advantages that have added strength throughout the whole of the liberal arts program.

CHANCELLOR'S FUND PROFESSORSHIPS

The great goal of every college and university is to recruit and maintain a superb faculty. Great teachers are difficult to find and to hold. Upon the attitude and work of such men the reputation of any institution rests. Teachers possessed of great learning and with the ability to impart knowledge, influence and mould the minds and characters of those who sit under them. The presence of such men on any campus is the surest guarantee that education will never become a mockery there, and that the institution will never become a degree-mill.

As you know, the Commonwealth each year provides a grant of money that, in large measure, cares for the salaries of our teachers. The salary scale established by the Commonwealth is in many respects adequate. However, it is insufficient to reward our best teachers or to insure the ability of the College to retain them in the face of competition from other institutions.

In order to cope with this situation and to provide the means of honoring and rewarding the most valued teachers of the staff the Chancellor has undertaken to raise a large sum of money to be used to augment the salaries of the ablest members of the staff. Such men as are designated as Chancellor's Fund Professors will receive an additional increase of salary of \$500.00 per annum. In exceptional cases the salaries of men of lower ranks will be augmented, although they will not receive the designation of Chancellor's Fund Professor.

The Chancellor has assured the Administration that sufficient income from the Chancellor's Fund is available to warrant the appointment of two Chancellor's Fund Professors. I have the honor to recommend to the Board as the first Chancellor's Fund Professors, William George Guy of the Department of Chemistry and Dudley Warner Woodbridge of the Department of Jurisprudence.

FRATERNITIES

After considerable thought it would seem that the most appropriate solution for the fraternity problem would be for the College to erect out of its private Endowment Funds a series of lodges, preferably along the road which runs from Old Dominion to the lily pond. These dwellings would not include provisions for dormitory quarters or for eating tables, but would be built about a spacious chapter room, which would also be used for general social

purposes. Such structures might also include a small game room, a small bedroom for a care-taker, and a kitchenette. These lodges could be rented to both national chapters and local fraternities on the basis of an interest-depreciation charge.

This system, it seems to me, would meet the Governor's objection that fraternities tend to become exclusive and expensive, and would make it possible for any undergraduate, who so desired, to belong to a fraternity.

LORD BOTETOURT

The Department of Fine Arts has called attention to the fact that continual weathering is injuring the statue of Lord Botetourt to such an extent that unless the College makes proper provision for the good care of this statue that it may not last for many years. It would seem feasible that steps should be taken to preserve this monument through an application of transparent paint, and at some later time, to move the statue into the Wren Building or some other College building.

RECOMMENDATIONS

My recommendations for your consideration are:

1. That the Constitution and By-Laws for the Athletic Association as submitted to the Board be adopted.

2. That Professor Guy and Professor Woodbridge be designated as Chancellor's Fund Professors with an increased salary increment of \$500.00 per annum, the money to be supplied from the income of the Chancellor's Fund.

3. That the following additional appointments, leaves, and resignations, as recommended by the Dean of the Faculty be approved by the Board:

I. Resignation of regular members of the Faculty:

Mr. Angel
Miss Kessler
Mr. Douse
Miss Parquette
Mrs. McIver (Beverly Massei)
Mr. Carper

II. Resignation of temporary members of the Faculty:

Mr. Smith
Mr. Jordan
Mr. Heidingsfield
Miss Wallace
Mr. Crane
Miss Harris
Mrs. Freeman
Mr. Kurani

III. Following is a complete list of new members of the Faculty appointed for the session 1943-44:

Natalie Rosenthal	Acting Instructor in Fine Arts	1264.50	9 months
Nellie Hurt	Instructor in Secretarial Science	1800.00	9 months
John T. Boyt	Acting Instructor in Fine Arts	2200.00	9 months
Edward B. Temple	Acting Instructor in Mathematics	2600.00	12 months
Margaret C. Phillips	Acting Instructor in Physics	2700.00	12 months
Arlene Jackman	Acting Instructor in Physical Education	1900.00	9 months
Roderick Firth	Acting Instructor in Psychology & Phil.	2000.00	9 months
Spartaco V. Monello	Acting Assistant Professor of Fine Arts	2800.00	9 months
John C. Strickland	Acting Assistant Professor of Biology	2200.00	9 months
Joseph E. Nuquist	Acting Assistant Professor of Economics	2700.00	9 months
James M. Carpenter	Acting Assistant Professor of English	2100.00	9 months
Lawrence G. Nelson	Acting Assistant Professor of English	2400.00	9 months
E. Stephen Merton	Acting Assistant Professor of English	2700.00	9 months
Harold L. Jones	Acting Assistant Professor of Chemistry	3200.00	9 months
Ione D. V. Berkley	Acting Assistant Professor of Mathematics	3200.00	12 months

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Oliver Freud	Acting Assistant Professor of Mathematics & Physics	3200.00	12 months
Glenn L. Burrows	Acting Assistant Professor of Mathematics	3200.00	12 months
Marion D. Reeder	Assistant Professor of Physical Education	2200.00	9 months
Mary E. Meade	Acting Assistant Professor of Mathematics	3200.00	12 months
Douglas Adair	Assistant Professor of History	2400.00	9 months
Hughes B. Hoyle, Jr.	Associate Professor of Physics	3700.00	12 months
D. C. Beery	Associate Professor Education and High School Counselor	3200.00	12 months

IV. The following is a cumulative list of the members of the Faculty on leave of absences:

Cecil R. Morales	Assistant Professor of Modern Languages	June 15, 1941
Lloyd A. Doughty	Instructor in Fine Arts	February 1, 1943
C. J. McDiarmid	Assistant Professor of Business Adm.	February 1, 1942
Donald Meiklejohn	Associate Professor of Philosophy	February 1, 1942
C. L. Wood	Assistant Professor of Government	February 1, 1942
Robert H. Land	Archivist	March 16, 1942
R. H. Henneman	Assistant Professor of Psychology	April 30, 1942
J. E. Hocutt	Assistant Professor of Chemistry	June 30, 1942
Fraser Neiman	Instructor in English	June 30, 1942
Thomas Pinckney	Lecturer in Government	June 30, 1942
S. D. Southworth	Professor of Economics	June 30, 1942
Arthur Ross	Instructor in Fine Arts	June 30, 1942
Roy Ash	Assistant Professor of Biology	June 30, 1942
Alfred Armstrong	Assistant Professor of Chemistry	June 30, 1942
Lionel H. Laing	Assistant Professor of Government	June 30, 1942
F. K. Beutel	Professor of Jurisprudence	June 30, 1942
A. G. Taylor	Professor of Economics	June 30, 1942
Theodore S. Cox	Professor of Jurisprudence	November 13, 1942
Edwin C. Rust	Associate Professor of Fine Arts	February 1, 1943
Royal B. Embree, Jr.	Assistant Professor of Psychology	February 28, 1943
Harold L. Fowler	Associate Professor of History	May 1, 1943
Albert L. Delisle	Assistant Professor of Biology	June 15, 1943
James L. Cogar	Lecturer in History	June 15, 1943
Grace E. Felker	Assistant Professor of Physical Education	June 15, 1943
J. W. Lambert	Assistant Professor of Psychology	July 1, 1943
Yvonne Dawson-Dienne	Instructor in Fine Arts	September 15, 1943
Joseph McG. Bottkol	Assistant Professor of English	September 15, 1943

4. That authorization be given to apply all unexpended balances of scholarship funds for the fiscal year 1943-1944 to the liquidation of Private Fund Indebtedness.

5. That authorization be given for the Administration to plan for, and, as soon as feasible, to erect a sufficient number of fraternity lodges to care for the existing chapters of national fraternities and whatever local fraternities the College may choose to recognize, and, also, to rent the lodges to the fraternities on an interest-depreciation charge basis and, in addition, to make fair offers of purchase for the houses now owned by the fraternities.

6. That the Administration take proper steps toward the preservation of the statue of Lord Botetourt on the front campus.

In concluding, I should be remiss if I did not at the close of the first year of my administration tender thanks to the Board for its patience and cooperation with a new administration during a trying year in the annals of the College.

Respectfully submitted,

John E. Pomfret
President

At the conclusion of President Pomfret's report, the following action by the Board was taken on the President's recommendations:

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After a brief discussion of the President's first recommendation, Mr. Foreman moved that the proposed constitution and by-laws of the Athletic Association be referred to the Board's Committee on Athletics for study. Mr. Foreman's motion was seconded by Mr. Lowe and adopted.

Mr. Shackelford moved that Professors Guy and Woodbridge be designated as Chancellor's Fund Professors in accordance with President Pomfret's second recommendation. The motion was seconded by Mrs. McManaway and adopted.

Mr. Shewmake moved that the appointments, leaves, and resignations be approved and accepted in accordance with the President's third recommendation. Mr. Shewmake's motion was seconded by Mr. Foreman and adopted.

Mr. Shewmake moved that all unexpended balances of scholarship funds for the fiscal year 1943-44 be applied to the liquidation of private fund indebtedness in accordance with President Pomfret's fourth recommendation. Mr. Shewmake's motion was seconded by Mr. Vaden and adopted by the Board.

After a brief discussion of the President's fifth recommendation on fraternities, Mr. Lowe offered the following resolution:

"BE IT RESOLVED that the President and the Board's Committee on Athletics be authorized to make plans for fraternity meeting places on a lodge basis as outlined by the President and at the same time be authorized to negotiate for the acquisition of the present properties owned by the fraternities; and that they make a further detailed report to the Board at its next meeting."

Mr. Lowe's resolution was seconded by Mr. Shewmake and adopted.

President Pomfret reported that as a result of the war the College had been compelled to discontinue the second and third year courses of instruction in law. He also stated that two students who had completed their undergraduate work and the first year law work at the College had enrolled at other institutions, one at George Washington University, the other at Cornell, and that both of these young ladies were anxious, upon the completion of the two remaining years at the other institutions, to receive the College's Bachelor of Civil Law degree. He requested the Board to express an opinion with respect to the desirability of granting their request. In the discussion that followed it was pointed out that the awarding of degrees was primarily a prerogative of the faculty and it was decided that a decision as to whether the degrees should be awarded be left to the President and the faculty of the College.

The following report of the Bursar was submitted to the Board together with the recommendation of the Finance Committee that its recommendations and resolutions be adopted by the Board:

REPORT OF THE BURSAR

To the President and Board of Visitors
College of William and Mary
Williamsburg, Virginia

Gentlemen:

I have the honor to submit a report on the finances of the College. Ordinarily this report to you would include a complete statement of condition of all funds as of the close of the fiscal year ending June 30, 1943. I regret to report that due to the

additional work in the business office as a result of negotiating contracts with the Army and Navy and of the preparation of the biennial budget, preparation of these statements has not been completed. However, complete maintenance and operating statements for the period are reported and a complete statement of condition will be reported at the midyear meeting.

MAINTENANCE AND OPERATION - 1941-42

Below are maintenance and operating statements for Williamsburg (Statement 1), Norfolk (Statement 3), and Richmond (Statement 4). These are in such detail as to require little comment. For the fiscal year ending June 30, 1943, Williamsburg had an operating surplus of \$45,447.31; Norfolk an operating surplus of \$6,115.39; and Richmond an operating deficit of \$4,149.90.

For your information, a separate statement of expenditures for personal service (Statement 2) is included, a statement of the revenues at Williamsburg (Statement 5), and a combined summary statement of the condition of the College and its divisions (Statement 6). Note in statement of expenditures for personal service the large reduction in expenditures for personal service under instruction.

STATEMENT 1

Expenditure for
Maintenance and Operation by Activities
1942-43 Compared with 1941-42

Activity	1942-43	1941-42	Increase or Decrease 1942-43 over 1941-42
Administration	\$75,288.19	\$81,981.74	\$ 6,693.55
Instruction	281,501.61	301,604.12	20,102.51
Extension	1,404.95	2,945.58	1,540.63
Summer School	21,194.86	41,121.05	19,926.19
Library	33,245.23	28,713.51	<u>4,531.72</u>
Operation and maintenance of physical plant	71,521.80	72,410.27	888.47
Operation and maintenance of residence halls	73,974.37	33,820.16	40,154.21
Dining Hall	316,656.85	240,877.85	<u>75,779.00</u>
Infirmary	11,896.46	9,538.82	<u>2,357.64</u>
Power Plant	74,040.55	70,398.40	<u>3,642.15</u>
Laundry	40,368.86	26,890.53	<u>13,478.33</u>
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Sub-total: Maintenance and Operation	1,001,093.73	910,302.03	<u>90,791.70</u>
Athletics	40,000.00	44,977.89	4,977.89
Debt Service			
Noel Act	35,245.00	35,970.00	725.00
P.W.A. 1930	28,242.90	28,905.75	662.85
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Sub-total:	1,104,581.63	1,020,155.67	<u>84,425.96</u>
Transfer to:			
Capital Outlay Fund	3,500.00		
Special Fund for Chlorinator Installing	1,200.00		
Payment of Amount Due to Local Funds	<u>127.75</u>		
Total all Expenditures	1,109,409.38		
Revenues	<u>1,154,856.69</u>		
Difference - operating surplus	45,447.31		

_____ denotes increase

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Summary by Personal Service,
Food, Fuel, Debt Service,
and others:

Personal Service	589,582.65	563,100.54	<u>26,482.11</u>
Food	210,932.34	151,907.81	<u>59,024.53</u>
Fuel	42,392.08	42,642.98	250.90
Debt Service	63,487.90	64,875.75	1,387.85
Other	198,186.66	197,628.59	<u>558.07</u>
	1,104,581.63	1,020,155.67	

STATEMENT 2Expenditure for
Personal Service
1942-43 Compared with 1941-42

Activity	1942-43	1941-42	Increase or Decrease 1942-43 over 1941-42
Administration	58,477.43	58,730.59	253.16
Instruction	245,131.40	264,698.53	19,567.13
Extension	1,216.00	2,789.20	1,573.20
Summer School	20,319.51	29,874.79	9,555.28
Library	25,563.35	22,399.05	<u>3,164.30</u>
Operation and maintenance of physical plant	52,916.61	49,912.61	<u>3,004.00</u>
Operation and maintenance of residence halls	41,264.22	27,959.88	<u>13,304.34</u>
Dining Hall	82,113.31	60,601.63	<u>21,511.68</u>
Infirmary	9,259.08	6,638.99	<u>2,620.09</u>
Power Plant	21,493.27	19,098.98	<u>2,394.29</u>
Laundry	31,828.47	20,396.29	<u>11,432.18</u>

Sub-total:

Maintenance and
Operation589,582.65 563,100.54 26,482.11Food and Fuel
1942-43 Compared with 1941-42

Food	210,932.34	151,907.81	<u>59,024.53</u>
Fuel	42,392.08	42,642.98	250.90

STATEMENT 3Norfolk Division
Maintenance and Operation
Expenditures for 1942-43 and 1941-42
and
Revenue for 1942-43

Expenditures	1942-43	1941-42
Personal Service	104,842.80	69,885.52
Fuel	2,710.20	1,528.10
Other	12,509.71	9,089.47
Debt Service		7,501.10
Sub-total:	121,386.49	89,004.19
Capital outlay Payment on classroom construction	7,500.00	
Other	1,263.25	2,042.87
Total Expenditure:	130,149.74	91,047.06

 denotes increase

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Revenues:

Special	123,215.98
Appropriation - Maintenance and Operation	10,605.00
Appropriation - Bonus	444.15
Appropriation for Capital Expenditures	<u>2,000.00</u>
	139,265.13

Excess revenues over expenditures -
Operating Surplus 6,115.39

STATEMENT 4

Richmond Division
Maintenance and Operation
Expenditures for 1942-43 and 1941-42
and
Revenue for 1942-43

Expenditures	1942-43	1941-42	
Personal Service	102,589.58	99,356.56	<u>3,233.02</u>
Fuel	4,916.84	5,470.51	553.67
Other	23,708.03	19,593.69	<u>4,114.34</u>
Sub-total:			
Maintenance and Operation	131,214.45	124,420.76	<u>6,793.69</u>
Capital Outlay	5,356.48	1,289.44	<u>4,067.04</u>
Total	136,570.93	125,710.20	<u>10,860.73</u>

Revenues:

Special	114,342.15
Appropriation - Maintenance and Operation	16,380.00
Appropriation - Bonus	<u>1,698.80</u>
	132,421.03

Excess expenditures over revenues -
Operating Deficit 4,149.90

STATEMENT 5

Revenues
Maintenance and Operation

	1942-43
Special Revenues	871,034.08
Appropriation - (Regular)	253,715.00
Appropriation - (Bonus)	9,212.56
Sub-total	<u>1,133,961.64</u>
Balance carried forward	20,895.05
Total - Revenues Maintenance and Operation	<u>1,154,856.69</u>

STATEMENT 6

Combined Summary Statement
1942-43

Operations for year:

Surplus - College of William and Mary Williamsburg	45,447.31
Surplus - Norfolk Division	6,115.39
Deficit - Richmond Division	<u>4,149.90 (deficit)</u>

47,412.80

_____ denotes increase

Less:			
	Payment of Loan June 30, 1942		
	Williamsburg	17,500.00	
	Payment of Loan June 30, 1942		
	Richmond	7,500.00	
	Overdraft June 30, 1942		
	Richmond	1,189.98	
	Overdraft June 30, 1942		
	Norfolk	13,610.07	
			39,800.05
	Net Balance on hand, July 1, 1943 (a)		7,612.75
(a)	Williamsburg	14,337.24	
	Richmond	12,839.88 (deficit)	
		6,115.39	
			7,612.75

MAINTENANCE AND OPERATION - 1943-44

It is impossible to prepare an operating budget for the current session. The uncertainty in enrollment and the lack of definite information with respect to the number of persons to be accommodated and the duration of the Army and Navy contracts make it impossible to estimate with any degree of accuracy either our expenditures or our revenues. However, satisfactory contracts have been negotiated with both the Navy Department and the War Department. On the basis of our present estimates these contracts will provide a revenue of approximately \$600,000.00. Based on an enrollment of 800 students, we estimate student revenues at approximately \$400,000.00, or a probable total gross revenue from special funds for the year of approximately \$1,000,000.00.

In addition to our special fund revenues, we have an appropriation from the general fund for maintenance and operation of \$253,740.00, so that if our present estimates are reasonably accurate, we have an estimated maintenance and operating income for the year of approximately \$1,250,000.00.

Our total expenditures for maintenance and operation last year amounted to approximately \$1,109,000.00. Our operating expenses this year will undoubtedly be in excess of that amount since the accommodation of the service units has considerably increased our operating costs. Nevertheless, we have a margin of \$141,000.00, and it is my opinion that our total operating costs will not be increased by more than that amount.

BIENNIAL BUDGET FOR PERIOD BEGINNING JULY 1, 1944

Attached herewith as a part of this report is:

Table A: A statement, in summary, of our budget requests for the biennium beginning July 1, 1944, as compared with both our appropriations for the biennium ending June 30, 1944, and our actual expenditures ending June 30, 1943; and

Table B: A detail analysis of Table A by activities.

For maintenance and operation our requested appropriation from the general fund is approximately the amount appropriated from the general fund for the biennium ending June 30, 1944. Our special fund appropriation request represents an increase for each year of the biennium of approximately \$185,000.00 over the appropriation of special funds for

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the biennium ending June 30, 1944, and an increase for each year of the biennium of \$79,000.00 over actual expenditures of special fund revenues during the fiscal year ending June 30, 1943. With the exception of personal service increases, amounting in the aggregate to approximately \$6,500.00, this is the result of an estimated increase in the cost for maintenance and operation due to the accommodation of the Army and Navy training units at Williamsburg and a vocational educational program at Norfolk. The College is reimbursed for the services rendered to the Army and Navy units and the Federal Government, through the State Board of Education, provides the necessary funds to support the vocational educational program.

We have made no request for a general increase in compensation to cover the increase in living costs, although we do believe that this should receive the attention of the State and hope that the General Assembly will recognize the State's obligation to take higher living costs into consideration in fixing the compensation of State employees. All of our requested increases for personal service have been based upon the normal operation of the College after taking into consideration what seems to us to be urgent, fair, and justifiable claims for promotions and increases.

Our capital fund requests aggregate \$252,000.00 for the first year of the biennium and \$17,000.00 for the second year of the biennium. The first year request is divided as follows:

- \$15,000 for books, periodicals, and bindings for the library.
- 2,000 for educational and recreational equipment.
- 75,000 for storage warehouse at Williamsburg.
- 160,000 for an academic building at Norfolk.

Our second year request is as follows:

- \$15,000 for books, periodicals, and bindings for the library.
- 2,000 for educational and recreational equipment.

The storage warehouse is designed to provide central storage and serve as a central receiving and distributing point for all College supplies and equipment. Our present facilities for receiving, distributing, and storing supplies are wholly inadequate. Complete records are impossible due to physical limitations with the result that our inventories are improperly kept and waste and losses occur. This warehouse is essential if we are to install and maintain proper store records and if we are to preserve and distribute supplies and equipment on an economical and efficient basis.

The warehouse is designed also to provide adequate storage space for surplus and infrequently used books from the College library and thus provide additional space in the library for more recent and frequently used books and provide additional reading and study facilities without expensive additions to the library proper.

This plan has been successfully adopted at a number of other institutions and will probably enable our present library to supply the needs of the College for a good many years to come. It is our opinion that this warehouse will more than pay for itself within a period of ten years in savings.

GENERAL CURRENT FUNDS LOCAL

The Board meeting on March 6, 1943 adopted a budget for the General Current Funds Local for the fiscal years of 1942-43 and 1943-44.

The budget for 1942-43 contemplated a debt reduction of \$5,500.00. This reduction

did not take place, however, due to a heavy commitment of funds for the War Work Program the total of which amounted finally to \$14,783.63. The period ended with an operating deficit in General Current Funds Local of \$2,710.09.

Below is a proposed amended operating budget for the current year ending June 30, 1944. This budget contemplates a debt reduction of \$27,000.00 during the period in lieu of the \$8,000.00 tentatively budgeted last March. The allocation of such a large part of General Current Funds Local income to debt reduction has been made possible by the transferring of the major part of the cost of the War Work Program to the Commonwealth where it properly belongs and the assumption of the cost of lectures and art exhibits by the Friends of the College. It is also predicated upon a temporary reduction in sums allocated to the General Fund and Chandler Scholarships and upon the Board's authority to apply certain income previously set aside for Merit Award Scholarships and the Tiberius Gracchus Jones Prize to debt reduction.

PROPOSED AMENDED OPERATING BUDGET ON
GENERAL CURRENT FUNDS LOCAL, 1943-44

	1942-43 Actual	1943-44 Proposed	Amended
<u>Fixed Appropriation for:</u>			
Revenues from restricted funds - scholarships, etc. (see Exhibit A)	\$11,448.00	\$11,578.78	\$ 1,200.00
Salaries (see Schedule 1)	3,790.62	3,825.00	4,366.12
Reserve for depreciation on real estate	4,671.88	4,671.88	4,671.88
Books - McGregor Collection	500.00	500.00	
<u>Current Appropriation for:</u>			
Repairs, maintenance of equipment and buildings	6,408.27	5,000.00	6,500.00
Audit expense	-0-	750.00	750.00
Interest (see Schedule 1)	3,150.00	3,150.00	6,584.00
Annuity payments	240.00	240.00	240.00
Legal fees	750.00	500.00	750.00
Lectures, concerts, etc. (see Schedule 1)	1,559.28	1,225.00	
Art Exhibits	377.87	450.00	
Institutional memberships	425.00	425.00	425.00
Publicity	1,679.12	2,105.00	1,000.00
Service charge	100.00	100.00	100.00
Printing	565.19	250.00	500.00
President's entertainment allowance	900.00	1,200.00	1,200.00
Miscellaneous and extraordinary expense (see Exhibit B)	21,523.71		2,150.00
	58,088.94	35,970.66	30,437.00
Miscellaneous and extraordinary expense (see Exhibit B, President's Contingent Fund)		5,000.00	5,000.00
Budgeted for debt liquidation		8,000.00	27,000.00
	58,088.94	48,970.00	62,437.00

EXHIBIT A

Restricted Funds - Scholarships, etc.

	1942-43 Actual	1943-44 Proposed	1943-44 Amended
General Scholarships	\$ 5,000.00	\$ 5,000.00	\$ 1,000.00
Merit Award Scholarships	2,668.78	2,668.78	
Claiborne Literary Fund	50.00	50.00	50.00
Tiberius Gracchus Jones Prize	60.00	60.00	
Chandler	3,519.22	3,600.00	
Chemistry	150.00	200.00	175.00
	11,448.00	11,578.78	1,200.00

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EXHIBIT B

Miscellaneous and Extraordinary Expenses

	1942-43 Actual	1943-44 Proposed	1943-44 Amended
Marine Biology Laboratory Quarter-Millennium Seminar - Marshall-Wythe placed under general lectures and entertainments	\$ 61.30	\$	\$
Dining Hall repairs	3,141.78		
Commencement expense	112.92		150.00
Motor vehicle repairs	175.14		
President's house repairs	297.24		
Campbell Collection	750.00		
Appropriation for Religious Emphasis Week	103.72		
Bonus - J. L. Lewis and R. M. McGhee	200.00		
Miscellaneous	599.49		
Seminar overdraft	1,298.44		
Student solicitation expenditures	14,783.63		2,000.00
	<hr/>		
	21,523.71		2,150.00
Miscellaneous and extraordinary expense			
President's Contingent Fund		5,000.00	5,000.00
		<hr/>	
Total - Miscellaneous and extraordinary expense	21,523.71	5,000.00	7,150.00

ESTIMATED REVENUES
GENERAL CURRENT FUNDS LOCAL, 1943-44

	1942-43 Actual	1943-44 Estimated	1943-44 Amended
Gross Rentals	\$30,322.72	\$27,500.00	\$31,000.00
Interest	24,580.83	20,800.00	31,000.00
Miscellaneous	475.30	1,000.00	500.00
	<hr/>		
	55,378.85	49,300.00	62,500.00

ESTIMATED REVENUES OVER EXPENDITURES
AND COMPARISON WITH ACTUAL OPERATIONS
FOR 1942-43

	1942-43 Actual	1943-44 Estimated	1943-44 Amended
Revenues	\$55,378.85	\$49,300.00	\$62,500.00
Expenditures	58,088.94	48,970.66	62,437.00
	<hr/>		
Difference - Deficit (D) or Surplus (S)	D 2,710.09	S 329.34	S 63.00

SCHEDULE 1

Salaries, Interest Payments, and Lectures

J. E. Pomfret	\$ 1,000.00
W. T. Hodges	2,400.00
H. L. Bridges	966.12
	<hr/>
	4,366.12

Schedule of Interest Payments .

Chandler	\$ 2,400.00	(40,000.00 @ 6%)
Other Funds	3,434.00	(85,850.00 @ 4%)
Peninsula Bank	750.00	(30,000.00 @ 2.5%)
	<hr/>	
	6,584.00	

Schedule of Lectures, Concerts, etc.	
Concerts and Entertainments	\$ 1,298.67
Marshall-Wythe Seminar	149.58
General Lectures	111.03
	<hr/>
	1,559.28

I recommend the adoption of the amended budget as set forth above. I recommend the adoption of the following resolutions authorizing the application of certain funds to debt retiremen:

1. General Funds Scholarships

WHEREAS, The reduced enrollment resulting from the war has temporarily reduced the demands on the College for scholarship aid; therefore, be it

RESOLVED, That the Board authorize the application of any unused part of the annual appropriation of \$5,000.00 out of the income of the General Current Funds Local to the reduction of the indebtedness against the General Current Funds Local until this indebtedness has been retired or until ordered differently by the Board.

2. Chandler Scholarships

WHEREAS, The reduced enrollment of the College resulting from the war has temporarily reduced the demand on the College for scholarship aid; and

WHEREAS, The number of applicants for the twelve Chandler Memorial Scholarships established by resolution of the Board on September 10, 1934, are less than the number of scholarships available; therefore, be it

RESOLVED, That the Board authorize the application of any unused part of the funds set aside for the Chandler Memorial Scholarships to the reduction of indebtedness against General Current Funds Local until this indebtedness has been retired or until ordered differently by the Board.

3. Merit Award Scholarships

WHEREAS, The Board had ordered set aside annually out of General Current Funds Local the sum of \$2,668.78, this amount being 6% of \$44,477.70, a sum given to the College to endow certain Merit Award Scholarships; and

WHEREAS, In this fund there has been accumulated the sum of \$6,582.90 or a sum sufficient to carry the Merit Award Scholarships for a period of three years; and,

WHEREAS, The Board is only obligated to provide annually out of the General Current Funds Local a sum sufficient to provide for the Merit Award Scholarships awarded during that year; be it

RESOLVED, That the Board order that the sum of \$2,668.78 be applied towards the reduction of the indebtedness against the General Current Funds Local rather than to be paid into the Merit Award Scholarship Fund for the fiscal year of 1943-44.

4. Tiberius Gracchus Jones Prize

WHEREAS, The Board had ordered a sum of \$60.00 annually to be set aside for the purchase of the Tiberius Gracchus Jones Prize; and

WHEREAS, There has already been accumulated in this fund the sum of \$242.10 or

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a sum sufficient to support this prize for a period of seven years; therefore, be it

RESOLVED, That the Board order that the sum of \$60.00 be applied towards the reduction of the indebtedness against the General Current Funds Local rather than to be paid into the Tiberius Gracchus Jones Prize Fund for the fiscal year of 1943-44.

The total indebtedness against General Current Funds Local as of June 30, 1943

is:

Notes payable	\$ 70,000.00
Interfund loan covering overdraft	<u>85,850.00</u>
Total	155,850.00

DEPARTMENT OF PHYSICAL EDUCATION

The reduction in enrollment and the demands made upon the Department of Physical Education by the Army Specialized Training Program have compelled the College to discontinue intercollegiate athletics for the time being and this, in turn, has necessitated a complete revision of the budget of the Department of Physical Education adopted by the Board in March 1943 for the session of 1943-44.

Below is set forth a revised budget. It is in such detail as to require little comment. The total expenditures for men's and women's athletics are slightly less than the estimated income from student athletic fees for the session. The estimated income from student athletic fees has been reduced from actual collections of approximately \$30,000.00 for the session 1942-43 to \$12,500.00 for the session 1943-44. This large reduction results from a reduction in enrollment and a reduction in the athletic fee of from \$23.00 to \$15.00. All of the cost of the program of intramurals and the required courses in physical education is being assumed by the general maintenance and operating budget of the College. This is where it properly belongs. All of the income from athletic fees collected under our contracts with the Army and Navy units has been allocated to the payment of interest and curtail on the interfund loan of \$68,500.00 made to cover the Athletic Association overdraft.

REVISED BUDGET 1943-44
DEPARTMENT OF PHYSICAL EDUCATION

Budget of Expenditures (Non-Commonwealth)

Men's Athletics (see Statement 1)	\$ 7,580.54
Women's Athletics (see Statement 2)	2,660.00
Payment of interest and curtail on interfund loan covering overdraft of \$68,500.00	19,259.46
	<hr/>
Total expenditures (non-Commonwealth)	29,500.00

Budget of Expenditures (Commonwealth)

Men's required physical education and intramural (see Statement 3) - Also includes Army instruction	17,958.57
Women's required physical education and intramural (see Statement 4)	9,160.00
	<hr/>
Total expenditures (Commonwealth)	<u>27,118.57</u>
Total for Department of Physical Education	56,618.57

Estimated Revenues

Fees - Navy Training Unit	7,000.00
Fees - Army Training Unit	10,500.00
Fees - Student Athletics	12,000.00

Reimbursements received from Army for formal instruction and physical education	10,900.00
Operating Costs assumed by general maintenance and operating budget of College	16,218.57
	<hr/>
	56,618.57

STATEMENT 1Men's Athletics
Expenditures

	1942-43 Actual	1943-44 Proposed	1943-44 Amended
Salaries (Exhibit A)	\$24,311.69	\$11,450.00	\$ 6,161.43
Advertising	223.61	125.00	
Association dues	50.00	86.00	50.00
Communications	1,038.48	280.00	42.50
Entertainment	67.81	100.00	
Freight	119.21	34.50	
Insurance	10.00	106.48	
Maintenance of stadium	1,142.41	750.00	
Maintenance of grounds	807.80		2.70
Office equipment	98.38	25.00	
Office supplies	121.06	225.00	
Traveling	1,650.67	1,200.00	100.00
Tickets	298.35	283.60	15.00
Physical Education	5.50		
Intramural activities	783.87		208.91
Baseball	1,086.84	997.50	
Basketball	1,748.01	765.50	
Fencing	105.75		
Football	40,149.02	15,920.00	
Tennis and miscellaneous sports	986.55	350.00	
Track	928.25	930.00	
Swimming			
Wrestling	20.90	125.00	
Football, baseball, basketball, tennis, and track			1,000.00
	<hr/>	<hr/>	<hr/>
Total expenditures	75,754.16	33,753.58	7,580.54

EXHIBIT A

Salaries - Men's Athletics (Non-Commonwealth)

	1942-43 Actual	1943-44 Proposed	1943-44 Amended
Voyles	\$ 8,000.00	\$	\$ 3,200.00
Stuessy	3,004.14		635.48
Umbach	1,500.00		62.50
Rawlinson	1,475.00		125.00

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	1942-43 Actual	1943-44 Proposed	1943-44 Amended
McCray	\$ 3,225.00	\$	\$ 677.11
Gibbs	300.00		
Sneed or successor	1,437.50		201.34
Proudfoot	1,007.50		1,080.00
Umbeck	300.00		
Gallagher			
Werner	1,854.19		
Simonson	225.00		
Moore	550.00		
Gertrude Taylor	266.66		180.00
Paul Gans	100.00		
	<hr/>		<hr/>
Total	24,311.65		6,161.43

STATEMENT 2Women's Athletics (Non-Commonwealth)
Expenditures

	1942-43 Actual	1943-44 Proposed	1943-44 Amended
Salaries:			
Miss Appleby	\$ 160.00		
Clark and Moncure	1,208.00		
Felker	600.00		
Silas Foster	637.50		
	<hr/>	<hr/>	<hr/>
	\$ 2,605.50	\$ 3,100.00	\$ 600.00
Office equipment and supplies		70.00	90.00
General expenses	329.60	750.00	390.00
Archery	201.42	65.00	90.00
Basketball	125.99	770.00	135.00
Dance	235.48	400.00	300.00
Fencing	57.49	350.00	90.00
Hockey	390.70	500.00	180.00
La Crosse	34.02	15.00	45.00
Swimming	24.00	350.00	45.00
Tennis	367.38	400.00	90.00
Miscellaneous sports	215.40	300.00	335.00
Care and maintenance of building and equipment	24.75	50.00	90.00
Care and maintenance of athletic fields	100.26	300.00	180.00
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Total expenditures	4,711.99	7,420.00	2,660.00

STATEMENT 3

Department of Physical Education Amended Budget

Men's Required Physical Education Including Army Program (Commonwealth)

Personal Service:

Carl Voyles	\$ 4,800.00	
D. Stuessy	2,414.52	
A. Umbach	2,037.50	
K. Rawlinson	2,575.00	
R. McCray	3,172.89	
Glen Knox	200.00	
Secretary	<u>758.66</u>	
		15,958.57
Other		<u>2,000.00</u>
Total		17,958.57

STATEMENT 4

Department of Physical Education Amended Budget
Women's Required Physical Education (Commonwealth)

Personal Service:

Martha Barksdale	\$ 2,800.00	
Mamie Reeder	2,000.00	
Arline Jackman	1,900.00	
Helen Black	1,200.00	
Mrs. Grise (secretary)	760.00	

		8,660.00
Other		<u>500.00</u>
Total		9,160.00

I recommend the adoption of the budget as set forth above.

In addition to the interfund loan of \$68,500.00, the Department of Physical Education has an indebtedness of \$70,000.00 covering the Department's share of the cost of the new gymnasium addition. The estimated revenue from gymnasium fees during 1943-44 is \$8,000.00 and the debt service requirements on this \$70,000.00 loan including a \$5,000.00 curtail on the principle is \$7,800.00

I recommend that the Board authorize the payment of this debt service requirement out of the revenues from the gymnasium fees.

In addition to the income received from the Army and Navy in athletic fees, the College is paid by the Army for the use of the gymnasium as a billet. This income is deposited to the credit of the State as a part of the other payments received for the use of College facilities.

I recommend that the Board authorize a request for a refund of that part of this revenue properly allocated to that section of the gymnasium built with the aid of Athletic Association funds and the application of this refund towards reducing the principle of the loan on the gymnasium addition.

CONTRACT TO PLAN AND SUPERVISE THE REVISION OF THE
HEATING DISTRIBUTION SYSTEM

The College has previously entered into a contract, dated August 10, 1942, with Messrs. Wiley & Wilson, Engineers. This contract contemplated reconstruction work on the distribution system from the existing power plant to all buildings on the main campus and to the College-served buildings on the north side of Richmond Road. Since the execution of this contract, however, the question of the possible acquisition of the Hospital property by the College has been raised, and this, in turn, has suggested a re-study of the whole project with a view to the possible joint operation of a central power plant serving both the College and the Hospital; or the entire College unit, when and if the Hospital property were acquired and put to use by the College. The State has requested the Hospital and the College to contribute approximately \$2,000.00 each towards the cost of such a study. The Hospital Board has formally approved the State's request, and the College has indicated its willingness to contribute, subject to the formal approval of the Board.

I recommend that this expenditure be authorized.

Since the original contract between the College and Messrs. Wiley & Wilson was drawn before the acquisition of the Hospital property was considered, it now becomes necessary to make certain adjustments in that contract. With this in view a conference between the College and Messrs. Wiley & Wilson has been held. At this conference Dr. Pomfret, Mr. Duke, and Mr. Willoughby represented the College, and Mr. Wilson represented the Engineers. Mr. Bradford and Mr. Saunders, the State engineer, were also present at our request. As a result of that conference a new contract between the College and the Engineers

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has been drafted, and is presented here to the Board for formal action. The contract has been approved by Mr. Bradford and the State engineer, and agreed to by Messrs. Wiley & Wilson. Briefly, it recognizes that certain changes may be found desirable in the plans and specifications already completed for rebuilding the heating distribution system serving the property on the north side of Richmond Road as a result of this new study. It also provides for a reduction in the fees paid to the Engineers for their services in view of the fact that in all probability the scope of the work will be considerably enlarged if the study proves the desirability of a central heating unit.

I recommend that the Board authorize the execution of this contract, subject to the approval of the College Attorney as to form.

INVESTMENTS

We now have on hand for investment the following amounts:

The Chandler Fund	\$ 4,800.00
The Chandler Memorial Fund	900.00
The Carter Glass Fund	600.00
The Hubert Fund	1,800.00
The Fishburn Fund	700.00
	<hr/>
Total	8,800.00

We shall also have on hand within the next few days in the Building Fund approximately \$10,000.00, making a total of \$18,800.00. The College does not have in its portfolio of investments any government bonds. I do think both for patriotic reasons and because a limited number of government bonds are desirable in any portfolio that we should consider a limited purchase. It is also difficult to invest small fund balances.

I, therefore, recommend that the Board authorize the purchase of a limited number of United States Saving Bonds, Series G. up to an amount not to exceed the \$18,800.00 for the accounts listed above.

We have in our non-Commonwealth Student Loan Fund an accumulated balance of approximately \$23,000.00. In addition to these non-Commonwealth Student Loans, we have a large unloaned balance in the State Student Loan Fund. Our demand for student loans has fallen off, and I doubt that applications for loans next year will be in excess of \$2,000.00.

I, therefore, recommend that the Board authorize the purchase of government bonds in an amount not to exceed \$20,000.00 for the account of the private Student Loan Funds, these bonds to be either 7/8% Certificates of Indebtedness, Series E, 1944, or United States Saving Bonds, Series F. The Certificates of Indebtedness are due September 1, 1944 and the United Saving Bond, Series F, may be disposed of with accumulated interest at any time after one year. My own preference is the 7/8% Certificates of Indebtedness, as they are a short-term bond, may be used as collateral and are salable in the open market. I think these features desirable in bonds purchased as a temporary investment.

REGULATIONS GOVERNING THE ACCOUNTING PROCEDURE OF THE RICHMOND PROFESSIONAL INSTITUTE

I have no report to make at this time on regulations reconciling the accounting system of the Richmond Professional Institute with that of the Commonwealth of Virginia. The State Auditors have recently completed an audit of the Richmond Division. This audit will be

Bursar's Report Cont'd.

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released shortly and will contain specific recommendations with respect to the Richmond Division. Until such time as these recommendations become available, I have not felt that an adequate report on the Richmond Division could properly be made. In the meantime, however, progress has been made and an improved accounting system is being installed.

Respectfully submitted,

Charles J. Duke, Jr.
Bursar

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TABLE A
MAINTENANCE AND OPERATION
AND CAPITAL OUTLAY

Source	Appropriation		Expenditures (Actual)	Request	Increase or Decrease in Appropriations		Increase or Decrease in Requests Over Actual Expenditures for 1942-43	
	1942-43	1943-44			1944-45 over 1943-44	1945-46 over 1944-45		1944-45 over 1942-43
General Fund	276700	280870	(a) 1341814	280000	870 d	45 i	79786 i	77801 i
Special Revenues	957950	953450		1141600	188150 i	185250 i		
Total - Maintenance and Operation (see Table B)	1234650	1234320	1341814	1421600	187280 i	185295 i	79786 i	77801 i
General Fund Capital Outlay	168000	13000	(b) 26221	252000	239000 i	4000 i	225770 i	9221 d
Total - Maintenance and Operation and Capital Outlay	1402650	1247320	1368035	1673600	426280 i	189295 i	305565 i	68580 i
General Fund	444700	293870		532000	238130 i	4045 i		
Special Revenue	957950	953450		1141600	188150 i	185250 i		

(a) Student loan disbursements eliminated.

(b) \$9374.00 of this paid from Maintenance and Operation Fund

TABLE B
 DETAIL ANALYSIS OF TABLE A
 by ACTIVITIES

Activity	Appropriation		Expenditures (Actual)	Request		Increase or Decrease in Appropriations		Increase or Decrease in Requests Over Actual Expenditures for 1942-43	
	1942-43	1943-44		1942-43	1944-45	1944-45	1945-46	1944-45	1945-46
Williamsburg									
Administration	73518	73698	74142	79160	80180	5462 i	6482 i	5018 i	6038 i
Instruction	315090	315490	279756	343305	344105	27815 i	28615 i	63549 i	64349 i
Extension	2810	2810	1405	1325	1325	1485 d	1485 d	80 d	80 d
Summer School	38055	38055	21195	21160	21160	16895 d	16895 d	35 d	35 d
Library	34560	33585	32320	30570	31395	3015 d	2190 d	1750 d	925 d
Maintenance of Physical Plant	59595	59300	68857	70465	69465	11165 i	10165 i	1608 i	608 i
Maintenance of Residence Halls	54485	53675	72615	53505	53505	170 d	170 d	19110 d	19110 d
Dining Hall	193113	193918	314932	308013	307918	114095 i	114000 i	6919 d	7014 d
Infirmery	13924	13794	11709	16046	16106	2252 i	2312 i	4337 i	4397 i
Athletics	50000	50000	40000	50000	50000	-0-	-0-	10000 i	10000 i
Power Plant	69210	69020	73279	76310	76630	7290 i	7610 i	3031 i	3351 i
Laundry	20760	20710	38983	38850	38750	18140 i	18040 i	133 d	233 d
Interest and Debt Payments	64495	62110	63488	60724	56839	1386 d	5271 d	2764 d	6649 d
Sub-Total - Williamsburg	989615	986165	1092681	1149433	1147378	163268 i	161213 i	56752 i	54697 i
Norfolk	105155	105905	119619	141285	141365	35380 i	35460 i	21666 i	21746 i
Richmond	139880	142250	129514	130882	130872	11368 d	11378 d	1368 i	1358 i
Sub-Total - Maintenance and Operation	1234650	1234320	1341814	1421600	1419615	187280 i	185295 i	79786 i	77801 i
Capital Expenditures from Maintenance and Operation Funds			9374						
Total			1351188						

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The Board took the following action on the Bursar's recommendations:

On motion of Mr. Foreman, seconded by Mr. Shackelford, the proposed budget on General Current Funds Local was adopted.

On motion of Mrs. McManaway, seconded by Mr. Shackelford, resolution No. 1, dealing with General Fund Scholarships, was adopted.

On motion of Mr. Foreman, seconded by Mr. Shackelford, resolution No. 2, dealing with the Chandler Scholarships, was adopted.

On motion of Mr. Foreman, seconded by Mr. Shackelford, resolution No. 3, dealing with Merit Award Scholarships, was adopted.

On motion of Mr. Foreman, seconded by Mr. Shackelford, resolution No. 4, dealing with the Tiberius Gracchus Jones Prize, was adopted.

On motion of Mr. Foreman, seconded by Mr. Shackelford, the proposed budget on the Department of Physical Education, the Bursar's recommendation that an amended contract between the College and Messrs. Wiley and Wilson, and the Bursar's recommendation that the Board authorize the purchase of, not to exceed \$38,800.00, United States Savings Bonds were adopted.

In a supplementary report, the Bursar recommended that the Board authorize the sale of the airport hangar and land pertinent thereto for the sum of \$15,000.00, and that the sum so obtained be applied towards the liquidation of the outstanding indebtedness against the General Current Funds Local. Upon motion of Mr. Foreman, seconded by Mr. Shewmake, the Board adopted this recommendation.

Mr. Foreman moved the adoption of the following resolution authorizing the President of the College and the Secretary of the Board to execute contracts with the Government providing for the establishment and the accommodation of service units at the College:

Be it resolved by the Board of Visitors of the College of William and Mary in Virginia that the President of the College and the Secretary of this Board be and hereby are authorized and empowered to execute, on behalf of the College, any contracts and amendments thereto between the College and the Federal Government or any agencies thereof as may become necessary for the establishment and accommodation of service units at the College, or with Federal Agencies for the education of students.

Mr. Foreman's resolution was seconded by Mr. Shackelford and adopted by the Board.

There being no further business, upon motion, the meeting adjourned.

Rector


Secretary