The Board of Trustees of the University of Central Arkansas convened in regular meeting Monday, December 5, 1988, at 2 p.m. in the Conference Room of Bernard Hall, with the following officers and members present, to-wit:

Chairman: Mr. Joe M. White
Vice Chairman: Dr. Harold H. Chakales
Secretary: Mr. Herby Branscum
Mr. Ben F. Burton
Judge Henry L. Jones
Mrs. Elaine Goode
Mr. James W. Ahlf

and with the following absent, to-wit: None

constituting a quorum of said Board, at which meeting the following business was transacted, to-wit:

Following a tour of the Physical Therapy Department, minutes of the last meeting, August 12, 1988, were approved as circulated on motion by Mr. Branscum, seconded by Mr. Ahlf, and passed.

President Thompson reported on the following items:

A. Athletic Statement,

B. Introduced the new Vice President for Public Affairs
 - Mr. John Ward,

C. English Program Review,

- D. Nursing Department Accreditation,
- E. Passing Rates on National Teacher Exam,

F. College of Business AACSB Review,

G. North Central Accreditation for University in Spring,

H. Faculty Salary Survey (hand-out),

- I. Gifts to the University: (1) First State Bank of Conway The Winfred L. and Carmen Thompson Scholarship \$18,000; (2) First National Bank \$8,500 for videotaping, production and two broadcasts of the Madrigal Dinner over KARK-TV; (3) Russell Estate in the amount of \$63,662 for Pre-Dental Scholarship; (4) Liggett Estate, \$60,000, for establishment of the Mignon Newbern Scholarship for Women in Elementary Education,
- J. Role and Scope Statement (hand-out),

K. Policy and Procedure Manual,

- L. Louis Rukeyser Lecture, February 1, 1989, 7:30 p.m. Ida Waldran Auditorium,
- M. Status of Renovation of McAlister and Commons,
- N. Billy Abney Litigation Settled out of Court for \$9,500.
- Governor's Release of \$2,000,000 for Expansion of Torreyson Library.

On April 8, 1988, the University received \$166,245.68 to establish the Sarah Isabelle Kemp Fund. It has been suggested that the University purchase a cast plaque recognizing the Kemp Fund to be hung with others in the East Commons Hall of Honors.

The following resolution was adopted upon motion by Mr. Ahlf, seconded by Mr. Burton, and passed:

"BE IT RESOLVED: That the Board of Trustees authorizes the allocation up to \$350.00 from the Sarah Kemp Fund for the purchase of a 12x16 cast plaque to be hung in the East Commons Hall of Honors."

The following resolution was adopted upon motion by Mr. Burton, seconded by Mrs. Goode:

"BE IT RESOLVED: That the "Policies and Procedures Regarding Space Utilization at the University of Central Arkansas" be amended by adding the following language following Section VI.(2.)(b.)(8.):

"(9) The expenses of hiring an off-duty Public Safety Officer to be present during dances in the Student Center and of hiring two lifeguards employed by the University to be off-duty during the use of the swimming pool at the Farris Center will be considered direct costs for the purposes of this Section V.2.b. and will be borne by the sponsoring organizations. The specific fees charged will be \$50.00 for the dances and \$25.00 for the swimming pool."

President Thompson described to the Board the possible lease, by state bidding procedures, of certain University property.

The legal description of 211.02 acres of University of Central Arkansas owned land on which an application for an Oil and Gas Lease was received from OXY USA, Inc. is as follows:

# "ATTACHMENT A"

East Half of the Northwest Quarter of the Southeast Quarter of Section 11, Township 5 North, Range 14 West, EXCEPT the following portion thereof; beginning at a point four feet South of the Northeast corner of Northwest quarter of the Southeast Quarter, said point being on the Northwest corner of Lot One (1), Block Four (4), Little Addition to Conway, Arkansas from thence run South 291.4 feet along the quarter section line between the Northwest Quarter of the Southeast Quarter and the Northeast Quarter of the Southeast Quarter of said Section 11, to the Southwest corner of Lot Two (2), Block Four (4), of said Little's Addition; thence run West 445 feet; thence North 291.4 feet; thence running East 445 feet to the point of beginning containing 2.98 acres, more or less, and leaving 17.02 acres, more or less.

#### AND

South Half of the Southeast Quarter.

The Northeast Quarter of the Northeast Quarter of Section 14, Township 5 North, Range 14 West LESS AND EXCEPT Beginning at the Southeast Corner of said Northeast Quarter of the Northeast Quarter of Section 14, thence North 200 feet, Thence West to the West line of said Northeast Quarter of the Northeast Quarter, thence South 200 feet, thence East to the point of beginning.

#### AND

Northwest Quarter of the Northeast Quarter of Section 14, Township 5 North, Range 14 West.

Southwest Quarter of the Northeast Quarter of Section 14, Township 5 North, Range 14 West.

Sections 11 and 14, Township 5 North, Range 14 West, lying in Faulkner County, Arkansas, containing 211.02 acres more or less.

Therefore, the following resolution was adopted on motion by Mr. Branscum, seconded by Mrs. Goode:

"BE IT RESOLVED: That the Board of Trustees of the University of Central Arkansas hereby consents to the leasing by competitive bid of 211.02 acres of land in Faulkner County, Arkansas, belonging to the University of Central Arkansas (as further described in Attachment "A") by the Department of Finance and Administration in accordance with Act 524 of 1975 as amended, for the purpose of taking oil, gas and casinghead gas for commercial purposes.

"FURTHER RESOLVED, That such consent shall be contingent upon the inclusion in such lease agreement of a stipulation that no drilling shall be allowed on UCA property in connection therewith."

The following Investment and Collateralization Policies were presented to the Board for their consideration:

#### INVESTMENT POLICY

Subject to the direction of the President, the Vice President for Financial Affairs shall be responsible for the management of the cash assets of the University of Central Arkansas. The Vice President, or in his absence the Controller, is authorized and directed to invest all funds not needed to meet current cash flow requirements.

In investing University funds, the University shall seek to obtain the highest possible rate of return, with due consideration given to the dollar yield after taking into account the date of maturity, date the funds will be needed, the interest rate quoted, and the default risk factor of the investment.

I. The University may invest in certificates of deposit with a depository institution that is a member of the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation, provided that all invested monies in excess of the FDIC/FSLIC limit be collateralized according to the requirements of the University's collateralization policy.

Before investing in certificates of deposit, a formal bid shall be required from depository institutions. The institution submitting the highest stated rate of interest and complying with the collateralization and other investment requirements will be awarded the bid. In the event the highest rate offered results in a tie, the bid will be awarded at the discretion of the Vice President for Financial Affairs based on which institution currently holds the investment and/or other objective methods which are in the best interest of the University.

II. The University may invest in Treasury Bills or other direct and fully guaranteed obligations of the United States and its agencies. However, funds may be also invested to enhance the investment productivity of endowment, donated, and other funds as follows:

- (A) The University may invest endowment and other funds with an investment management service, such as the Common Fund, that provides asset allocation assistance for colleges and universities. Under this service the funds chosen for investment will be limited to obligations of the United States; Federal agency obligations; domestic and foreign bank certificates of deposit; commercial paper; high quality stocks and bonds; Euro-dollar obligations of U.S. banks; and repurchase agreements.
- (B) The University may invest cash or other gifts donated to the University directly in fully guaranteed obligations of the United States or its agencies; in high quality stocks and bonds; or in other equities and interests.

In order to facilitate in the management of University investments, the President is authorized to enter into the appropriate agreements with investment management services or brokers. In all investment transactions, the University's priority will be in the safety, liquidity, and control of its invested cash.

#### COLLATERALIZATION POLICY

- A. In order to assure the security of the University of Central Arkansas' demand deposit accounts and its investments, the University's monies shall be fully, and continuously, collateralized whenever such investments/deposits exceed the limits of Federal Deposit Insurance Corporation/Federal Savings and Loan Insurance Corporation or other insurance. Pledged collateral for the University's deposits/investments must meet the following minimum requirements:
  - I. The Vice President for Financial Affairs will have authority to enter into a collateral agreement with depository institutions and custodian banks which conforms to the collateral requirements stated in this resolution.
  - II. Pledged securities shall be placed in a custodian bank's trust department and a safekeeping receipt shall be issued to the University. The receipts shall be imprinted with the notice that the securities are pledged to the University of Central Arkansas.
  - III. The custodian shall deliver the securities to the University upon the sole order of the University's Vice President for Financial Affairs when supported by a verified certificate of the FDIC/FSLIC certifying under seal that the depository institution has failed or refused to pay all or a portion of the deposit due the University by the depository institution and that under the terms of the pledge agreement executed by the depository institution the University is entitled to delivery of the securities described in the receipt(s) or the proceeds thereof. Otherwise the securities shall be delivered only upon the written joint order and instructions of the University Vice President for Financial Affairs and depository institution.
    - IV. Pledged securities must consist of bonds or other direct or fully guaranteed obligations of the United States of America; Bonds of the University of Central Arkansas;

or direct obligations of the State of Arkansas and Arkansas municipalities and political subdivisions with a Standard & Poor's and/or Moody's rating of at least "A".

- V. All pledged securities shall be valued at market (not par) value, and their aggregate must be equal to at least 110% of the deposits/investments. However, in instances where the President deems it to be in the best interest of the University, he is authorized to require the government obligations securities be not less than 100% of the deposits/investments. The collateral is to be adjusted immediately by the depository institution when its market value falls below the minimum percentage requirement.
- VI. Failure to maintain the minimum collateral requirements may jeopardize the future banking relationship between the University and the depository institution.
- VII. The Vice President for Financial Affairs, or in his absence the Controller, has the right to accept or disallow specific securities offered by the depository institution as pledged collateral. In no event shall the acceptance conflict with the University's minimum collateral standards as stated herein.
- VIII. The depository institution shall provide a monthly pledge report detailing the pledged securities, their respective market value, and ratings (Standard & Poor's and/or Moody's). This report shall be furnished by the 10th working day of the following month.
  - IX. Responsibility for the University's adherence to this policy rests with the Vice President for Financial Affairs with the assistance of the Controller. The Internal Auditor has the responsibility to monitor compliance.
- B. The collateral requirements in (A.) above shall not apply to: (a) investments with investment management services such as the Common Fund; or (b) equity investments representing funds donated to the University from private sources.

After discussion, the following resolution was adopted upon motion by Mr. Branscum, seconded by Dr. Chakales:

"BE IT RESOLVED: The Board of Trustees approves the investment and collateralization policies presented above and authorizes their implementation on January 1, 1989."

Dr. Willie Hardin, Director of Torreyson Library, and Mr. Ken Sims of the Wilkins and Sims Architectural Firm, made a presentation on the proposed addition to Torreyson Library.

The following resolution was adopted upon motion by Mr. Branscum, seconded by Dr. Chakales:

"BE IT RESOLVED: The Board of Trustees approves the general concept of the Library addition being a two-story structure with a foundation which would support a third floor and would be placed in a westwardly direction from the existing Library. It authorizes the development of detailed plans and specifications for this facility and bidding of the project upon release of funds by the Governor."

President Thompson presented a proposal to be submitted to the Arkansas Department of Higher Education for a new program entitled Master of Science in Physical Therapy Degree.

After discussion of the proposal by Dean Hattlestad and the Chairman of the Physical Therapy Department, Venita Lovelace-Chandler, the following resolution was adopted upon motion by Mr. Branscum, seconded by Mr. Ahlf:

"BE IT RESOLVED: The Board of Trustees of the University of Central Arkansas respectfully requests the approval of the Arkansas State Board of Higher Education for a Master of Science degree program in Physical Therapy to be initiated for the fall semester 1989."

President Thompson proposed the following recommendation regarding sick leave:

#### SICK LEAVE

In order for the University to utilize wisely its resources and appropriately to reflect and evaluate personnel costs, a system for reporting absences from work because of illness is essential. Effective January 1, 1989, sick leave taken by all full-time employees, both faculty and non-faculty, shall be reported monthly to the Personnel Department by the director or chairman of each administrative and academic unit.

The collegial sick leave policy for members of the faculty, as described in the <a href="Faculty Handbook">Faculty Handbook</a> (pg.81 VII), shall be limited to no more than six (6) consecutive months leave with pay. Leave without pay may be granted at the discretion of the President of the University upon recommendation of the Vice President for Academic Affairs. Employees who leave University employment are not entitled to be paid for accrued sick leave.

# SICK LEAVE POLICY FOR TWELVE MONTH ADMINISTRATIVE PERSONNEL WITH FACULTY RANK

All twelve-month administrative personnel with faculty rank who assume administrative positions after January 1, 1989, will accumulate sick leave at the rate of eight (8) hours per month with a maximum accrued leave of seven-hundred twenty (720) hours.

All twelve-month administrative personnel holding faculty rank in the employment of the University before January 1, 1989, will be subject to the sick leave policy in existence prior to that date. These employees have not earned nor reported sick leave in the past; however, this policy will allow maximum absences due to sickness not to exceed six consecutive months.

Sick leave can be used when an employee is unable to work because of sickness, injury, medical, dental or optical treatment. An employee may be required to furnish a certificate from an

attending physician if he/she has been ill for five or more days. Sick leave may also be granted to employees due to serious illness or death of a member of the employee's immediate family. Immediate family shall mean the father, mother, sister, brother, husband, wife, child, grandparents, grandchildren, in-laws, or any individual when the employee is acting as a parent or guardian. The sick leave policy presently stated in the UCA <u>Staff Handbook</u>, as revised January 1, 1987, will be used to supplement these policies with more detail.

Forms for reporting sick leave each month will be provided to the administrative units and academic departments by the Personnel Office.

The following resolution was adopted upon motion by Mr. Branscum, seconded by Dr. Chakales:

"BE IT RESOLVED: That the Board of Trustees approves the foregoing Sick Leave Policy to become effective January 1, 1989."

President Thompson discussed the desirability of acquiring property located near the campus. The following resolution was adopted upon motion by Dr. Chakales, seconded by Mrs. Goode:

"BE IT RESOLVED: The President is authorized to negotiate with the Catholic Church an exchange of property located north of Bruce Street, west of Donaghey Street. As a result of such exchange, the University would acquire a lot of approximately 22,210 square feet (110.5 x 201) and transfer to the Catholic Church a lot of approximately the same size from the northernmost portion of the property on Donaghey Street now owned by the University, the exact dimensions of such lot to be determined by survey. Deeds and other necessary instruments shall be prepared for signature by appropriate officers of the Board of Trustees."

Mr. McCormack, Vice President for Financial Affairs, presented the Financial Fiscal Report for fiscal year 1987-88, and the financial report for the 1988-89 year through October 31, 1988.

Chairman White read a note of appreciation to the Board from Mrs. Connie Springer, former secretary in the President's Office, for the floral spray that the Board sent for her husband's funeral.

Mr. White presented a framed resolution to Mr. Ahlf for his service as Chairman of the Board for the 1987-88 year that reads as follows:

"WHEREAS, Mr. James W. Ahlf began his association with the University of Central Arkansas as a student in 1936; and

WHEREAS, Mr. Ahlf was appointed to serve as a member of the Board of Trustees in 1967 and has faithfully served the University in that capacity during the past twentyone years; and WHEREAS, Mr. Ahlf has served honorably as Chairman of the University of Central Arkansas Board of Trustees during 1987-88; and

WHEREAS, During the 1987-88 year, Mr. Ahlf undertook the task of leading the Board during its selection of the University's seventh President;

BE IT THEREFORE RESOLVED that we, the members of the Board of Trustees of the University of Central Arkansas, do hereby express to Mr. Ahlf our sincere appreciation for his service as Chairman and look forward to his continued service to the University as a member of the Board for many years to come.

Adopted this 12th day of August, 1988.

Herby Branscum Secretary of Board Joe M. White Chairman of the Board

Ben F. Burton

Harold H. Chakales Vice-Chairman of the Board

Elaine Goode

Henry L. Jones, Jr."

Executive session was declared on motion by Dr. Chakales, seconded by Mrs. Goode, and passed.

Dr. Chakales made a motion that the following appointments, adjustments, leaves, and resignation be approved as recommended by President Thompson. The motion was seconded by Mr. Ahlf, and passed:

## Appointments:

- Norma Tio, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$1,200.00.
- Alice Munson, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$1,200.00.
- Peggy Lloyd, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$1,200.00.
- Vickie Vijay, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Geraldine Gocke, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Annemarie Black, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Steve Jackson, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Susan Burks, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Blaize Stewart, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.

#### Appointments, continued:

- Sara Dawson, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Kay Lambert, Instructor, Part-time, English Department, Fall Semester, @ a gross salary of \$2,400.00.
- Jimmie Lee Williams, Instructor, Part-time, Speech, Theatre and Journalism, Fall Semester, @ a gross salary of \$2,400.00.
- 13. Charles Sandage, Instructor, Part-time, Speech, Theatre and Journalism, Fall Semester, @ a gross salary of \$1,200.00.
- 14. Sheri Carder, Instructor, Part-time, Speech, Theatre and Journalism, Fall Semester, @ a gross salary of \$2,400.00.
- Joseph LaFace, Instructor, Part-time, Economics and Finance, Fall Semester, @ a gross salary of \$1,300.00.
- 16. Judy Gabbard, Instructor, Part-time, Biology, Fall Semester, @ a gross salary of \$2,400.00.
- 17. Angy Yeager, Instructor, Part-time, Biology, Fall Semester, @ a gross salary of \$2,400.00.
- 18. Rebecca Boggan, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$4,125.00.
- 19. Mary Landreth, Instructor, Part-time, History, Fall Semester, @ a gross salary of \$2,400.00.
- Janet Gingerich, Instructor, Part-time, Foreign Languages, Fall Semester, @ a gross salary of \$1,200.00.
- Brenda Turner, Instructor, Part-time, Art, Fall Semester, @ a gross salary of \$2,400.00.
- Martha Antolik, Instructor, Part-time, Music, Fall Semester,
   @ a gross salary of \$9.000.00.
- Susan Berdahl, Instructor, Part-time, Music, Fall Semester,
   a gross salary of \$5,887.50.
- 24. Kim Abbott, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$4,000.00.
- 25. Susan Banister, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$4,125.00.
- 26. Jessica Shaver, Instructor, Part-time, Music, Fall Semester. @ a gross salary of \$3,000.00.
- 27. Charlotte Smith, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$1,650.00.
- Gerry Gibson, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$2,325.00.
- 29. Connie Bellinghausen, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$1,000.00.

## Appointments, continued:

- Jim Long, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$990.00.
- Ann Witcher, Instructor, Administration & Secondary Education, Effective August 22, 1988, @ a gross salary of \$22,000.00.
- 32. John L. Ward, Vice President for Public Affairs, effective September 12, 1988, @ a gross annual salary of \$61,929.00.
- 33. Patricia McGraw, Associate Professor, English, effective August 15, 1988, @ a gross salary of \$31,000.00.
- 34. Carlton Davis, Instructor, Part-time, Accounting, Fall Semester, @ a gross salary of \$1,350.00.
- 35. Darrell Beauchamp, Assistant Professor, Educational Media/Library Science, effective August 22, 1988, @ a gross salary of \$24,000.00.
- 36. Raymond Simon, Instructor, Part-time, Admin./Secondary Education, Fall Semester, @ a gross salary of \$1,250.00.
- 37. Carolyn Jones, Instructor, Part-time, Admin./Secondary Education, Fall Semester, @ a gross salary of \$3,600.00.
- 38. Estel Hopkins, Instructor, Part-time, Admin./Secondary Education, Fall Semester, @ a gross salary of \$1,200.00.
- Brenda Tyler, Instructor, Part-time, Childhood Education, Fall Semester, @ a gross salary of \$2,400.00.
- 40. Nancy Shaw, Instructor, Part-time, Childhood Education, Fall Semester, @ a gross salary of \$2,400.00.
- 41. Joyce Fiddler, Instructor, Part-time, Childhood Education, Fall Semester, @ a gross salary of \$2,400.00.
- 42. Stan Harris, Lab Assistant, Part-time, School of Health Sciences, Fall Semester, @ a gross salary of \$1,200.00.
- Luis DeOrbegozo, Lab Assistant, Part-time, School of Health Sciences, Fall Semester, @ a gross salary of \$1,400.00.
- 44. Roger Lewis, Instructor, Part-time, Chemistry, Fall Semester, @ a gross salary of \$2,400.00.
- 45. Mary Cress, Instructor, Part-time, English, Fall Semester, @ a gross salary of \$2,400.00.
- 46. Henry Smiley, Instructor, Part-time, English, Fall Semester, @ a gross salary of \$2,400.00.
- Sharon Thompson, Instructor, Part-time, Music, Fall Semester,
   @ a gross salary of \$1,650.00.
- 48. Peggy Collins, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$2,133.00.
- 49. Jill Murders, Research Assistant, Part-time, Fall Semester, @ a gross salary of \$1,150.00.
- 50. Carol Goff, Instructor, Part-time, Music, Fall Semester, @ a gross salary of \$1,800.00.

## Appointments, continued:

- Jeannie Schmidt, Instructor, Part-time, Childhood Education, Fall Semester, @ a gross salary of \$1,500.00.
- 52. Raymond Hogue, Professor, Physical Therapy, effective December 1, 1988, through May 15, 1989, @ a gross salary of \$30,556.00. Tenure track appointment.
- 53. Beverly Tallent, Instructor, Part-time, Home Economics, Spring Semester, @ a gross salary of \$1,200.00.
- 54. Lauren Maxwell, Instructor, Part-time, Marketing and Management, Spring Semester, @ a gross salary of \$2,400.00.
- 55. Detri McClellan, Consultant, Part-time, Physical Education, October 15, 1988 to January 31, 1989, @ a gross salary of \$1,200.00.

# Adjustments:

- Jose Medina, change from Assistant Professor, Marketing & Management, effective August 15, 1988, @ a gross salary of \$35,190.00, to Assistant Professor, Marketing & Management, effective October 1, 1988, @ a gross monthly salary of \$4,111.00.
- Penny Eberhard, change from Instructor/Director of Public Appearances, President's Office, @ a gross salary of \$27,150.00, to Project Coordinator, Public Affairs, effective November 1, 1988, @ no change in salary.
- 3. Kathy Rice-Clayborn, change from Career Placement Counselor/Assistant Dean of Students, Student Affairs, @ a gross salary of \$25,498.00, to Career Placement Counselor/Assistant Dean of Students, Student Affairs, @ a gross salary of \$26,498.00, with the \$1,000.00 increase to be prorated between January 1, 1989 and June 30, 1989.

#### Leaves:

- John Choinski, Biology, one-year leave without pay, beginning January 1989.
- Detri McClellan, Home Economics, one-year leave without pay for the 1989-90 academic year.
- Robert McChesney, Vice President for Academic Affairs, sabbatical leave, Spring Semester 1989.
- 4. Carl Anthony, Music, sabbatical leave, Spring Semester 1989.
- Gary Wekkin, Political Science, sabbatical leave, Spring Semester 1989.
- Eugene Corcoran, History, sabbatical leave, Spring Semester 1989.

# Resignation:

 Stephen Ralph, Speech, Theatre and Journalism, effective May 15, 1989. Open meeting was declared on motion by Mr. Branscum, seconded by Dr. Chakales, and passed.

In open meeting, appointments, adjustments, leaves, and resignation, as approved in executive session, were approved on motion by Dr. Chakales, seconded by Mr. Ahlf, and passed.

There being no further business to come before the Board, motion to adjourn was made by Mr. Branscum, seconded by Dr. Chakales, and passed.

Mr. Joe M. White, Chairman

Mr. Herby Branscum, Secretary