

The Board of Trustees of The Arkansas State Teachers College met in the Board Room in the Administration Building on the College grounds in Conway, Arkansas, Friday, September 27, 1963, at one o'clock p. m. , pursuant to legal call of the meeting by the Chairman. The following members were present: Louie H. Polk, Chairman; Dr. Dee W. Halbrook, Vice-Chairman; Mrs. Rufus W. Morgan, Jr. , Secretary; Cleddie W. Harper, J. Kendall Hoggard, J. C. Mitchell, and Digby C. West.

Chairman Polk declared a quorum present and called the meeting into formal session.

Trustee Morgan made a motion, seconded by Trustee Hoggard, and unanimously passed that the minutes of the last meeting be approved.

A motion was made by Trustee Mitchell, seconded by Trustee Morgan and unanimously passed that the Dedication Committee, as appointed by President Snow, have full authority to proceed with any plans they think necessary to make the dedication of the new library a success.

Bruce R. Anderson, Architect, reported on the bids submitted for remodeling the old library building. Two bids were submitted as follows: Starkey Construction Company--base bid of \$124,226.00; Nabholz Construction Corporation--base bid of \$125,860.00. Mr. Anderson recommended that since both bids submitted were in excess of funds available for this project that the bids be rejected, that the plans be reexamined and restudied, and readvertised in about six weeks. Trustee Mitchell made a motion that Mr. Anderson's recommendation be approved. This motion was seconded by Trustee Hoggard and unanimously passed.

Trustee Hoggard made a motion, seconded by Trustee Harper the Mr. Anderson be authorized to complete plans and submit necessary materials to the Housing and Home Finance Agency on the new men's dormitory in order to be in position to take bids on this project as soon as possible. This motion was unanimously passed.

Trustee Harper made a motion, seconded by Trustee Halbrook, and unanimously passed that the following change orders be approved:

- A. Installation of additional footage of hand-rails on the new library at an approximate cost of \$3400.00.
- B. Installation of locks on various doors in new library to cost approximately \$200.00.
- C. Installation of aluminum frame-type doors in the front entrance of the old cafeteria at a cost of approximately \$1200.00.

A motion was made by Trustee Halbrook that President Snow be authorized to appoint a Committee on Radiological Safety. This motion was seconded by Trustee West and unanimously passed.

Upon the recommendation of President Snow, Trustee Mitchell made a motion, seconded by Trustee Halbrook, and unanimously passed that the following personnel be employed:

- A. Leonard Phillips, Instructor of Music, effective September 1, 1963, @ \$150.00 per month.
- B. Ed Havens, Security Officer, effective August 15, 1963, @ \$333.33 per month.

Trustee Mitchell made a motion that was seconded by Trustee Hoggard and unanimously passed that the following employees of the college be issued new letters of appointment as indicated below to enable them to participate in a tax-sheltered annuity program:

Name	Annual Salary	Amt. paid		Investment		Amount for W/2 Purposes
		to 10-1-63	10-1-63 7-1-64	Mo.	Yr.	
Polk, E. C.	9,400	2349.99	7049.97	100.00	900.00	8499.96
Burkett, Eva	7,500	750.00	6750.00	150.00	1350.00	6150.00
Baskin, Wade	9,137.06	1412.09	7724.97	100.00	900.00	8237.06
Forsberg, Carl	8,600	2149.98	6449.94	50.00	450.00	8149.92
Hukill, V. N.	9,500	2374.96	7124.94	50.00	450.00	9049.92
Williams, C. S.	8,600	2149.98	6449.94	50.00	450.00	8149.92
Koon, J. Frank	8,950	2237.49	6712.47	100.00	900.00	8049.96
Garrison, Cecil	9,100	2274.99	6824.97	100.00	900.00	8199.96
Sylar, James	9,400	2349.99	7049.97	75.00	675.00	8724.96
Smith, Tommy G.	8,500	2124.99	6374.97	18.00	162.00	8337.96

There being no further business to come before the Board, the meeting was adjourned.

Louie H. Polk
 Louie H. Polk, Chairman

Mrs. Rufus W. Morgan, Jr.
 Mrs. Rufus W. Morgan, Jr., Secretary