

10-5-46
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UNION BOARD MINUTES

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UNION BOARD MEMBERS

1945 - 1946

Butts, Genevieve, A'46, 4/44-4/46; Merit Committee Chairman,
Executive Committee, Program Coordinating.

Cole, Sherman, Ed.'46, 10/44-4/46; Finance Committee,
Chairman, Executive Committee, Public Relations.

Dalquist, Donna, A'47, 4/45-1/46; House Committee Chairman,
Finance Committee.

Higgins, G. Ray, Secretary.

Johnson, Theron, Faculty Advisor, 10/44-4/45; Program
Coordinating.

Kasper, Robert, Navy V-12, 4/45-1/46; Afternoon Dances
Sponsor, House Committee.

Keaveny, Joan, UC'47, 1/45-; Public Relations Chairman,
Program Coordinating.

Kirkpatrick, E. M., Faculty Advisor, 4/45-9/45; Public
Relations Committee.

Lunden, L. R., Faculty Advisor, 11/43-; Finance Committee.

Montgomery, Ruth, Faculty Advisor, 10/44-4/46;

Myre, Carol, A'46, 4/45-9/45; Music Sponsor, Finance Committee.

Nordstrom, Barbara, Ed.'47, 4/45-11/45; Dance Instruction
Sponsor, Public Relations Committee.

Ocken, Barbara, A'47, 4/45-1/47; Informal Parties Sponsor,
Merit Committee.

Pierce, E. B., Faculty Advisor, 5/40-; House Committee.

Rehder, Mary Jane, A'46; Program Coordinating Chairman,
Merit Committee.

Wildung, Doris, B'46, 4/45-4/46; Social Skills Sponsor,
Merit Committee.

Woolverton, Ruth, A'46, 4/45-1/46; Special Recognition Sponsor,
Program Coordinating.

Wright, George, A'46, 4/44-4/46; Executive Committee Chairman.

Young, Ann, A'46, 4/44-4/46; Arts Sponsor, Executive Committee.

Union Board Minutes

April 25, 1945

Members absent: Mr. Theron Johnson, Mr. E. M. Kirkpatrick, Mr. L. R. Lunden. (Most of old Board members also attended.)

1945-46 Union Board Membership

Genevieve Butts	Ruth Montgomery
Sherman Cole	Carol Myre
Donna Dalquist	Barbara Nordstrom
Theron Johnson	Barbara Ocken
Robert Kasper	E. B. Pierce
Joan Keaveny	Mary Jane Rehder
E. M. Kirkpatrick	Doris Wildung
L. R. Lunden	Ruth Woolverton
George Wright	Ann Young

1. President's Message: Miss Nissen welcomed the Board members and congratulated them on their recent election. She explained some of their privileges, outlined future plans of the Board, related some activities which the Board had started last quarter, and explained the Merit System. She suggested that the vacancy for a man be filled as soon as possible. A calendar of Union organization was presented, as well as a list of responsibilities for Union Board sponsors. Explanations were given of duties for nine sponsorships and for five standing committee chairmen.
2. Director's Report; Mr. Higgins expressed his enjoyment of working with past Union Boards, and his anticipated pleasure in working with the new Board. The president has notified him that the new budget must be submitted within ten days, so the Board will have to approve it before this time.
3. Program Consultant's Report: Miss Nelson reported on the successful activities of the last week-end -- the Splash Party had the largest attendance on record, the Shadow Roof was a financial success, and the attendance at Friday Co-ed programs is steadily increasing.
4. Election of Officers: President, George Wright; Vice-President, Ann Young; Secretary, G. Ray Higgins.
5. Executive Committee: Election of two student members on the Executive Committee was held. Miss Butts and Mr. Cole were elected. Members of the Executive Committee are:

George Wright, President
Ann Young, Vice-President
G. Ray Higgins, Secretary
Genevieve Butts
Sherman Cole

Mr. E. B. Pierce will continue to serve on the committee until a new member is elected to this committee.

6. Program Co-ordinating Committee:Motion ~~B-1~~ E1

Mr. Wright moved that the Shadow Roof on Saturday nites function with two committees until it terminates on May 19. Passed.

Motion ~~B-2~~ E2

Mr. Wright moved that a Barbara Gould Cosmetic demonstration be scheduled for May 10; and a style show sponsored by Dayton's on May 24 or 29 if this date is possible for them, providing AWS does not plan a bridal show. Passed.

Reports on sponsorships and chairmanships written by former Board members are now available for new sponsors and standing-committee chairmen.

Mr. Wright asked that preferences for committees and sponsorships be submitted to Miss Nelson by Friday, April 27.

7. Finance Committee: Mr. Cole distributed and explained the Comparison of 1944-45 estimated budget and actual expenditures as of March 1, 1945.
8. Freshman Week: Miss Keaveny was appointed by the president to act as Union Board representative on the Freshman Week Committee.
9. Board Vacancy: Miss Keaveny recommended that filing for Union Board be left to the Executive Committee, because Merit Committee is not functioning as yet.

Motion ~~B-3~~ E3

Miss Wildung moved that the above recommendation be approved. Passed.

Mr. Wright appointed Miss Young chairman of filing for this vacancy, with the Merit Committee meeting at a later date.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

May 2, 1945

Members absent: Bob Kasper, Mr. E. M. Kirkpatrick, Mr. L. R. Lunden.

1. Director's Report: The Senior Cabinet has asked Mr. Higgins for an office in which both Senior and Announcements and Senior Prom could function.

Motion E-4 E4

Miss Keaveny moved that Room 110 be reassigned temporarily to the Senior Cabinet and left open after that date. Passed.

2. Executive Committee: The following recommendations were made for Board appointments:

Sponsorships

Arts - Ann Young	Social Skills - Doris Wildung
Music - Carol Myre	Dance Instr. - Barbara Nordstrom
After. Dances - Bob Kasper	Special Rec. - Ruth Woolverton
	Infor. Parties - Barbara Ocken

Standing Committees

Executive

Geo. Wright, chr.
Ann Young
Sherm Cole
Genevieve Butts

Finance

Sherman Cole, chr.
Carol Myre
Donna Dalquist
L. R. Lunden

Merit

Gen. Butts, chr.
Doris Wildung
Barbara Ocken
Mary Jane Rehder

House

D. Dalquist, chr.
Bob Kasper
E. B. Pierce

Prog. Coordinating

M. J. Rehder, chr.
Genevieve Butts
Joan Keaveny
Ruth Woolverton
Theron Johnson

Pub. Relations

Joan Keaveny, chr.
Sherman Cole
Barb. Nordstrom
E. M. Kirkpatrick

Motion E-5 E5

Miss Keaveny moved that the above recommendations of the Executive Committee be approved as presented. Passed.

Motion E-6 E6

Miss Young moved that Mr. Spear's resignation from the Union Board of Governors be accepted. Passed.

3. Program Consultant's Report: Miss Nelson reported on the various activities planned for the remainder of Spring quarter. She recommended that the "Fighting Lady" be shown on June 4 at 11:30, 12:30, and 1:30, with an admission price of 10¢; and "Lily Marline" and "Man from Nowhere" be shown at 11:30 and 12:30 on May 7.

Motion E-7 E7

Miss Dalquist moved that Miss Nelson's recommendation be approved. Passed.

4. Budget: Mr. Higgins explained the 1945-46 budget for Coffman Union, and recommended changes in the budget.

Motion E-8 E8

Mr. Pierce moved that the 1945-46 budget be approved. passed.

5. Merit Committee: Prospective chairmen will be interviewed until May 13, and approved on May 16.

6. Engineers' Day: Mr. Higgins recommended that the Board co-sponsor a free dance with Engineers' Day on May 19.

Motion E-9 E9

Miss Rehder moved that Mr. Higgins' recommendation be approved. Passed.

Respectfully submitted,
G. Ray Higgins
SECRETARY

Union Board Minutes

May 9, 1945

Members absent: Mr. Theron Johnson, Mr. E. M. Kirkpatrick, Mr. L. R. Lunden, Mr. E. B. Pierce.

Former Board members present; Mr. Bob Blake, Miss Joy Nissen, Miss Saralou Mather.

Mr. Wright welcomed Bob Blake, first Union Board president, and called on him for comments about his return to the Union.

1. Director's Report: Mr. Higgins reported that V-E Day passed without too much confusion, even though the food areas were congested. He hoped either the present or the next Board would have the pleasure of planning events for V-J Day.

The Director explained about the Union's membership in the Association of College Unions, which it has had for the past 20-25 years, and presented one of the Bulletins which the Association publishes quarterly about activities of the various Unions.

2. Program Consultant's Report: Miss Nelson announced the Union outing on the "Donna Mae" for June 8, and commended the new Board members for interest shown in their sponsorships.

3. Public Relations Committee:

Motion E-10 E/10

Miss Koavony moved that Mr. Higgins and she be authorized to appoint an editor for the Union activities booklet, the Board to approve their action at a later meeting. Passed.

4. Program Co-ordinating Committee: At the first meeting, the committee discussed its purpose--looking at Union activities with a view to co-ordinating and improving.

Motion E-11 E/11

Miss Wildung moved that the Shadow Roof terminate on May 12. Passed.

Motion E-12 E/12

Miss Nordstrom moved that the Smooth Session be continued for two weeks, without charge. Passed.

Motion E-13 E/13

Miss Rehder moved that the Friday nite Co-ed Program terminate immediately (billiards, bowling, and "Hold that Line"), but the Variety Dance be continued. Passed.

Motion E-14 E/14

Miss Rehder moved that the Personal Development Classes be discontinued, effective immediately. Passed.

Motion E-15 E/15

Miss Rehder moved that Twilites, Variety Dances, Dance Instruction, and Coffee Hours terminate the week previous to final week; and the Record Lending Library, Music Listening Hours, Monday Movies, and Craft Shop continue through final week. Passed.

5. Special Recreation: Miss Woolverton reported that a hostel trip to Afton will be held on May 19-20.

On May 13 an outing will be held at Minnehaha Park, if weather permits. The program will consist of kittenball, group singing, and novelty relays.

6. Craft Shop: A meeting of the advisory board will be held Tuesday, May 15, to discuss the Craft Shop problems. Mr. Rood gave a demonstration of wood carving in the Craft Shop on Wednesday, May 9.
7. Leaders' Camp: Mr. Wright announced that the Board had been invited to Leaders' Camp from May 18-20. He has accepted a challenge from the All-University Council to present a skit at camp.

8. Merit Committee:

Motion E-16 E/16

Miss Butts moved that Jinx Falkenburg be appointed Crafts chairman. Passed.

Motion E-17 E/17

Miss Butts moved that Dorothy Dugas be appointed chairman of the Homecoming Dance. Passed.

5. Graduate Activities:

Motion E-18 E/18

Miss Wildung moved that a tea and picnic be given for graduate students, the picnic on the first Friday after Summer Session starts. Passed.

Miss Montgomery announced that in addition to the above activities, plans for fall quarter will be made.

10. "Donna Mae Excursion"

Motion E-19 E/19

Miss Dahlquist moved that Ann Young be chairman of the excursion on June 8. Passed.

11. Election of Union Board members: Interviewed - John Jerry, John Gould, Warren Johnson, Bob Powell, Bob Corbitte, Roger Patch, Agamernon Despopoulos. Burt Deason was unable to attend. Elected - Roger Patch and Burt Deason.

12. N.S.G.A.: Mr. Wright read a letter written by Nancy Way, regarding the Union privileges of Nurses. The Nurses believed that inasmuch as their incidental fee was waived by the University, they should be allowed to file and vote for the Board. After a discussion, the following motion was passed.

Motion E-20 E/20

Miss Wildung moved that the Board authorize the Union Director, in cooperation with the Executive Committee, to negotiate with the N.S.G.A. in regard to incidental fees for Nurses. Passed.

Respectfully submitted,

G. Ray Higgins

SECRETARY.

UNION BOARD MINUTES

May 16, 1945

Members absent: Mr. E. M. Kirkpatrick, Miss Ruth Montgomery, Mr. E. B. Pierce, Mr. Burt Deason

1. Director's Report: The male Program Consultant position is still vacant, and possibly may not be filled until some older veterans return.

Mr. Higgins asked the Board's opinion about a campus organization which has not paid its bill dating back as far as November, 1944, even though it has been billed monthly. Mr. Johnson commented that his office has tried to assist the Union in collecting this fee, but was unsuccessful.

Motion E-21 E 21

Miss Young moved that the Union send a letter to the Liberal Group stating that Union privileges will be denied the group until their bill is paid. Passed.

2. Executive Committee: Mr. Wright reminded Board members that written excuses for absences must be submitted to the Executive Committee for approval.

Motion E-22 E 22

Mr. Wright moved that Roger Patch assume Arts sponsorship and membership on the Finance Committee; Burt Deason, sponsorship of movies and membership on the House Committee; and Ann Young, sponsorship of Saturday Nite Dances. Passed.

The first meeting of new chairmen will be on Tuesday, May 22, at 12:30. Election of Cabinet Officers will be on May 29.

Motion E-23 E 23

Miss Butts moved that the Executive Committee's report be approved. Passed.

3. Program Consultant's Report: Miss Nelson announced that the Beginners Smooth Dance Instruction has had an attendance of 65-120 at six sessions, an average of 80-90. Mr. Wiklund, dance instructor, commended Marilyn Redeem, Enid Erickson, and Joyce Striemer, for their work as chairmen.
4. Program Co-ordinating Committee: Miss Rehder reported that the Union will try to work more veterans into the organization through committee memberships and chairmanships.

Miss Wildung discussed the style show by Charn, Inc., on May 24. University girls will model on the outside Terrace, and cokes from the Grille may be taken out on the Terrace.

After Miss Rehder's recommendation, the following motions were passed.

Motion E-24 E 24

Miss Myre moved that in case of rain, the Spring Sing on May 25 be held on June 1. Passed.

Motion E-25 E 25

Miss Wildung moved that the Donna Mae Excursion on June 1 be planned by the Outings Committee, and an admission of 50¢ be charged. Passed.

Motion E-26 E 26

Miss Rehder moved that the June 8 outing have no charge, and the Farm Union workers be invited. Passed.

5. Merit Committee: Miss Butts recommended the following as chairmen of committees:

Exhibits	Mary Jane Clements
Terrace Room	Jane Cridland
Crafts	Jinx Falkenburg
Noon Movies	Phyllis Bach
Quarterback Sessions	Helen Gonnella
Twilites	Joyce Striemer
Football Frolics	Marilyn Zwiégard
Saturday Nite Dance I	Bill McNulty
Saturday Nite Dance II	Virginia Caldwell
Variety Dance	Janet McDaniel
Beginners Lindy	Lily Stunberg
Beginners Smooth	Nancy Cox
Personal Development	Pat Madimas
Charrn, Inc.	Barbara Martin
Toastrasters Club	Jules Kubur
Outings	Keith Stanwood
Hosteling	Marilyn Reecen
Tournaments	Elna Faye Cross
Recreational Instruction	Ruth Saul
Music Hours	Betsy Gould
Sings	Phyllis Wright
Talent Pool	Warren Johnson
Coffee Hours	Phil Firestone
Coed Program I	Erny Lou Wingren
Coed Program II	Winnie Wagner
Coed Program III	Gloria Law
Splash Parties	Shirley Cedarleaf
Merit Committee	Donna Bartley
House Committee	Janet Milleau
Homecoming Dance	Dorothy Dugas

Motion E-27 E-27

Miss Keaveny moved that the above recommendations be approved. Passed.

6. Daily Editorial: Mr. Higgins explained the P.A. system in the Union, because of the criticism which recently appeared in the Daily.
7. Public Relations: Miss Keaveny reported that Peg Mapleston was appointed editor of the activities booklet, with John Harper her assistant. Plans are to have a sixteen-page booklet with 25 pictures, and some of the pictures have already been taken by the photographer.

Motion E-28 E-28

Miss Ocken moved that Miss Heaveny's report be approved. Passed.

8. Craft Shop: Miss Young reported that the advisory committee felt more publicity could be gained through poster work. The craft shop could be used as a place to make posters for other departments. The craft shop will be open summer session but it is undecided whether evenings or afternoons would be a more advantageous time.
9. Leaders Camp: Mr. Wright reminded the Board of their skit to be presented before the Council at leadership camp.

Motion E-29 E-29

Miss Young moved that Mr. Wright be chairman of the above skit. Passed.

10. Engineers Day:Motion E-30 E-30

Miss Butts moved that the Board authorize the V-12 Band's playing at the Smooth Session on Friday, and this dance in cooperation with Engineers Day start at 3:30. Passed.

Respectfully submitted,

G. Ray Higgins
SECRETARY

Union Board Minutes

May 23, 1945

Members absent: Genevieve Butts, Mr. Theron Johnson, Mr. E. M. Kirkpatrick

1. Director's Report: Mr. Higgins reported that the Registrar's Office has requested use of the Ballroom for summer session registration. Fall registration will be in the Armory.

The Athletic Department has suggested alterations in the ticket booth, and is willing to defray expenditures for these alterations.

Motion ~~E 31~~ E 31

Miss Wildung moved the above matter be referred to the House Committee. Passed.

2. Program Consultant's Report: Miss Nelson reported the following activities have been planned for summer session: Tuesday and Friday music hours, Record Lending Library, four outings on "Donna Mae", Graduate School picnic on June 29, Murray Fashion School style show on June 27, Dorothy Gray cosmetic demonstration July 9-13, social and square dance instruction, possibly a coffee hour, and the Craft Shop will be open with two instructors.
3. Merit Committee: Miss Ocken recommended the following as committee chairmen: Bob Powell, Newsreels; John Gould, Saturday Nite Dance III; and Al Olson, Music Listening Hours.

Motion ~~E 32~~ E 32

Miss Myre moved the above recommendations be approved. Passed.

4. Correction of Minutes: Ione Page's name was omitted as House Committee chairman on the May 16 Board Minutes.
5. Cabinet Meeting: Miss Wildung reported that the following was discussed by Miss Butts at the first meeting on Tuesday, May 22: Set-up of the Cabinet, basis on which chairmen were chosen, responsibilities of chairmen, and distribution of merit keys.
6. Program Co-ordinating Committee: The hostel trip last weekend was very successful, and more trips will be held this summer. After Miss Rehder's recommendation, the following motions were passed:

Motion ~~E 33~~ E 33

Miss Nordstrom moved that Wednesday Twilites and Saturday Nite Dances continue as usual fall quarter.

Motion ~~E 34~~ E 34

Miss Keaveny moved that a Twilite be held Wednesday of Freshman Week. Passed.

Miss Wildung discussed having Variety Dances on Wednesday evenings, but further action will not be taken until Fall Quarter.

7. Public Relations: Miss Keaveny reported that the activities booklet is progressing very well.
8. Donna Mae Excursion: Miss Wildung asked Board members to aid in addressing invitations next Tuesday in the Board Office.

9. Homecoming: After an explanation by Mr. Higgins about the precedent of having name bands in the new Union at Homecoming, the following motion was passed:

~~Motion # 25 X-35~~ E 35

That the Board authorize obtaining a name band for the Homecoming Dance.

10. Charm, Inc.: Miss Wildung reported that the style show tomorrow will be held on the outside Terrace with campus models and a board of men judges. Cokes will be sold for ten cents.
11. Graduate Students: Miss Montgomery reported that the graduate student picnic will be on Friday, June 29. The matter of the Union's subsidizing part of the 35¢ lunch was referred to the Program Co-ordinating Committee.
12. Varsity Show: Mr. Wright presented a letter stating that the Varsity Show try-outs will be May 23-26 and asking the Board's cooperation in soliciting talent.

13. Board Meeting:

~~Motion # 26 X-36~~ E 36

Miss Dalquist moved that because Memorial Day is on Wednesday, the next Board meeting be Tuesday, May 29, and absences from this meeting not be counted.
Passed.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

May 29, 1945

Members absent: Burt Deason, Mr. Theron Johnson, Bob Kasper, Mr. Laurence Lunden, Miss Ruth Montgomery, Miss Margaret Nelson, Miss Barbara Nordstrom, Mr. E. B. Pierce, Miss Ruth Woolverton

Mr. Taylor introduced Mr. Tate who will be the Farm Campus representative for the coming year.

1. Director's Report: Mr. Higgins told about the Spring Sing which was held Friday night on the Knoll. The tickets for the Donna Mae Excursion have been going quite well. All chairmen have been interviewed by Miss Nelson.
2. Executive Committee: Excuses have been accepted from Miss Butts, Mr. Deason, and Mr. Johnson. It was also suggested that a short meeting be scheduled next week to discuss Union Activity Handbook.

~~Motion # 37 X-37~~ E 37

Miss Butts moved that the Executive report be approved. Passed.

3. Program Co-ordinating Committee: Miss Rehder suggested that the Board subsidize 10¢ for each one attending the Graduate Picnic on June 29.

~~Motion # 38 X-38~~ E 38

Miss Rehder moved that the Union provide 10¢ per person for the picnic. Passed.

4. Merit Committee: Miss Butts recommended Ruth O'Brien as chairman of the Union Mixer; Helen Striemer, chairman of House Committee, and Joanne Schiffin, chairman of House Committee.

~~Motion # 39 X-39~~ E 39

Miss Wildung moved that Miss Butts' recommendation be approved. Passed.

5. Public Relations Committee: Miss Keaveny discussed the book which Miss Maplesden and Mr. Harper are preparing. Most of the pictures have been taken, and most of the copy will be done by next Wednesday.

6. House Committee: Miss Dalquist recommended that the change of ticket office be approved. This change will be taken care of by the Athletic Department. She also recommends that Room 110 be given to the Student Forum.

~~Motion # 40 X-40~~ E 40

Mr. Patch moved that Miss Dalquist's request regarding the ticket office be accepted. Passed.

~~Motion # 41 X-41~~ E 41

Miss Keaveny moved that Miss Dalquist's request that Room 110 be assigned to the Student Forum be accepted. Passed.

7. Craft Shop: A finance reported was presented by Mr. Patch.

~~Motion # 42 X-42~~ E 42

Miss Butts moved that the report given by Mr. Patch be approved. Passed.

~~Motion # 43 X-43~~ E 43

Mr. Cole moved that any program balance be turned over to the Craft Shop, to be used there. Passed.

8. Bill of Rights: Mr. Wright told about a letter he received from the All-University Council regarding the Students' Bill of Rights. No action was taken.
9. Donna Mae Excursion: Miss Young reported on the Donna Mae Excursion to be given by the Union Board on June 8.
10. Nurses' Union Fees: Mr. Higgins discussed the question of fees from Nurses. He has written to Mr. Willey suggesting that a reduction in fees to the nurses be made from tuition fees rather than the waiving of incidental fees.

The Union Board adjourned to the Board Office to finish the invitations for the Donna Mae.

The next and final Board meeting will be Wednesday, June 6, at 5:30 p.m.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

June 6, 1945

Members absent: Donna Dalquist, Mr. E. M. Kirkpatrick, Mr. L. R. Lunden, Carol Myre, Burt Deason

Mr. Wright introduced Betsy Gould, president of the Union Cabinet of chairmen.

1. Director's Report: Mr. Higgins discussed with the Board the policy of giving refunds on tickets up until noon the day of the event. He has received some criticism of the present policy.

The Veterans' Club has requested additional office space and a better location for the office.

There has been a request from Homecoming Committee to use the Cabinet office this summer.

~~Motion 33 X-44~~ E44

Miss Young moved that if the Minnesota Foundation does not lend its office to Homecoming, they may use the Cabinet Office until September 22. Passed.

2. Program Consultant's Report: Most of the new chairmen have reported to Miss Nelson, and they seem to be a very active group. The report of events will be mailed to Board members.
3. Program Co-ordinating Committee: The Donna Mae Excursion was very successful with an attendance of 150 and sale of 200 tickets. Miss Young reported on the plans for the June 8 excursion.

Miss Rehder announced an open house in the Craft Shop for June 19.

~~Motion 33 X-45~~ E45

Mr. Cole moved that the Craft Shop be open as many hours as possible during summer session. Passed.

~~Motion 33 X-46~~ E46

Miss Rehder moved that an exception be made to the By-Laws which state that a Board member cannot be paid by the Union, and Burt Deason be employed as dance instructor this summer. Passed.

Miss Rehder discussed the possibility of having a committee on co-ordination of activities, composed of representatives from various campus groups. Mr. Johnson said his office would call such a meeting the first part of September.

4. Public Relations Committee: Miss Keaveny introduced Peggy Maplesden and John Harker, who discussed work which has been completed on the activities booklet. The layout was presented, and the Board was asked for suggestions.

~~Motion 33 X-47~~ E47

Miss Keaveny moved that the layout be accepted, with exception of the picture showing bridge instruction. Passed.

5. Merit Committee: Miss Butts discussed blanks for rating last quarter's committee chairmen. She listed names of chairmen which the Board sponsors should prepare reports for.

Warren Johnson has resigned as chairman of Talent Pool, and Miss Butts recommended Winnie Wagner be appointed chairman.

~~Motion 33 X-48~~ E48

Miss Wildung moved the above recommendation be accepted. Passed.

- 6. Freshman Week: Miss Keavony reported the Freshman Mixer will be held the Monday of Freshman Week. Freshman Week Committee has approved the opening of the Board Office as an information center during this week.

Motion ~~59~~ ~~X-49~~ E 49

Mr. Pierce moved Miss Keavony's report be approved. Passed.

Miss Long announced her resignation as chairman of Freshman Week because she is being married.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

July 11, 1945

Members Present: Sherman Cole, Burt Deason, Mr. Theron Johnson, Joan Keaveny, Miss Ruth Montgomery, Carol Myre, Miss Margaret Nelson, Barbara Ocken, George Wright

1. Director's Report: Mr. Higgins announced the Union has been functioning like a pre-war period this summer. There have been many out-of-town visitors - director of Indiana Union, president of Louisiana State College, and a social director from the Oklahoma University.

The male Program Consultant position is unfilled, and Mr. Higgins suggested that a person be employed on a full-time basis as assistant to the Program Consultant until a suitable replacement is found.

~~Motion E-48 X-50~~ E 50

Mr. Johnson moved that the Board approve securing an assistant to the Program Consultant. Passed.

~~Motion E-49 X-51~~ E 51

Mr. Johnson moved that the Board strongly recommend Mr. Higgins attend the meeting of the Association of College Unions in Chicago with expenses paid by Union. Passed.

2. Program Consultant's Report: Miss Nelson presented the following proposed changes in the Record Lending Library policy: (1) Charging 66% of cost for broken or badly damaged records, and 20% for chips or scratches of a lesser nature. (2) Charging overdue fines of 10¢ per day, days being counted only when library is open.

~~Motion E-49 X-52~~ E 52

Mr. Cole moved the above changes be approved, and if no funds are available from last year's budget to purchase new records an additional \$60.00 be allotted and added to this year's budget. Passed.

Miss Nelson reported the grooming clinic to be very successful.

3. N.S.G.A.: Mr. Higgins explained the status of Nurses in regard to Union fees. They do not pay any fees after the first quarter, and the University would have to take from another fund to reimburse the Union. The Union has the option of deciding whether to grant them privileges of the building and election.

~~Motion E-49 X-53~~ E 53

Mr. Cole moved the Union not alter its former precedent in regard to Nurses, and that they be allowed to run for Union Board if they pay the Union fee.

~~Motion E-49 X-54~~ E 54

Mr. Johnson moved that Mr. Higgins draft a letter to Mr. Willey stating the Union's decision about the Nurses fees. Passed.

July 11, 1945

4. Activities Booklet: Mr. Higgins reported that the booklet material is far from ready for publication. The Board members will meet Wednesday, July 18, at 4:30 to revise copy.

5. House Committee: The International Relations Club has requested a combined meeting room and lounge in the Union.

~~Motion - 45 X 55~~ E55

Mr. Johnson moved that the House Committee be directed to conduct a survey of office assignments in the Union, and no space be given at the present time. Passed.

6. Freshman Week: The Union Mixer and Open House will be held on Thursday of Freshman Week, and the "Meet Minnesota Night" on Monday.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

September 12, 1945

Members Present: Burt Deason, Donna Dalquist, G. Ray Higgins, Joan Keaveny, Saralou Mather, Barbara Nordstrom, E. B. Pierce, Ann Young

1. Exhibits: Miss Young introduced Miss Mary Jane Clements, chairman of Exhibits Committee. She suggested that the Union have the exhibit of large contour maps being shown at the Science Museum in St. Paul. There are two series, Japanese and German, on convex and concave surfaces. The expense of transporting them would be \$10 or \$12 each way and insurance \$5.40.

Motion ~~E 46 X-56~~ E 56

Miss Wildung moved the Union arrange for the exhibit. Passed.

2. Homecoming Dance: Miss Dorothy Dugas announced that Lowell Rounds has been contracted for \$150 as the local band, and Tommy Tucker (\$1,500) or Jack Teagarden (\$1,250) are the only available name bands. Admission price for the Homecoming Dance has not been determined.

Motion ~~E 47 X-57~~ E 57

Mr. Pierce moved that the Board approve selection of either of above bands, and the final decision be left to the committee. Passed.

The Board agreed with Miss Dugas that publicity for the Homecoming Dance should be in closer cooperation with the Homecoming publicity chairman.

3. Activities Booklet: The copy is at the printers, and proof should be ready next week. Miss Mather asked for suggestions as to distribution and the following were given: (1) Booklets would be given with other material as new students register. Mr. Higgins was to discuss the possibility of this method with the University Recorder. (2) Booklets would be distributed at the door as students registered. (3) Booklets would be put in Post Office boxes the Monday of Freshman Week.
4. Dances: Mr. Higgins asked if there should be more emphasis on South American and viennese waltzing. Mr. Deason suggested a South American dance class. The suggestion that this type of dancing be emphasized at the Variety Dance will be made to the committee.

5. Football Frolics:

Motion ~~E 48 X-58~~ E 58

Miss Dalquist moved that there be a Football Frolic on October 6 even though there is an out-of-town game on that date. A full afternoon of entertainment will be planned--broadcast, game diagramed, etc. Passed.

6. Freshman Week: Miss Keaveny reported that John Locken will be Master of Ceremonies at the Mixer on Thursday night. On Monday (University County Fair Night) there will be a ring-toss game in the Board Office, with candy prizes. The Cabinet will be in the Board Office also.

Mr. Sherman Cole will be in charge of tours during the week and the Information Bureau.

7. Board Vacancy: Miss Young announced that Roger Patch has resigned to enter Military Service. Filing for appointment of a new member will be open from October 2-12.

8. House Committee: Mr. Higgins presented the following four problems: (1) Need for redecoration, refurnishing, etc. (2) Need for additional conference room and activities space. (3) Assigning office space. (4) Expanding hours of operation of building according to needs and finances.

He indicated that the space formerly occupied by the Red Cross will again be available for conference rooms and student offices.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

September 27, 1945

Members Absent: William S. Carlson, Burt Deason, William Gibson, William Tate

1. President's Report: Mr. Wright asked Board members to review the minutes which were sent during the summer, especially the ones of September 12 which presented problems of the House Committee. He reviewed the annual report of Coffman Union program which was compiled by Miss Nelson.
2. Director's Report: According to the constitution, the Vice-President of Academic Administration, Mr. Willey, appoints faculty members of the Board. Mr. Lunden, Mr. Johnson, and Miss Montgomery have been reappointed. Mr. Kirkpatrick is on leave, and his position is being filled by Mr. William Carlson, Director of Admissions and Records. No non-student member may serve more than four years in succession, so the Alumni Association has appointed Mr. William Gibson to succeed Mr. Pierce.

A satisfactory candidate for male Program Consultant has not been found, and Miss Saralou Mather has agreed to stay until one is obtained. Because Mr. Don Collogan, supervisor of the Craft Shop, has resigned and no replacement has been found as yet, it may remain closed for a while. Muriel Austin, Secretary, is resigning in 30 days to be married. Miss Harriet Ellerbroek has been hired as Clerk-Stenographer in the office.

There isn't a plentiful supply of part-time student employees available, and operation of Union departments may be slowed down. The cigaret situation is clearing up, but candy and beverages are difficult to obtain and the situation may get worse.

3. Program Consultant's Report: The exhibit of convex and concave maps voted upon at the last meeting will be on display starting Oct. 9.

The most successful in participation, number attending, and financial gain of activities during the past year were the "Donna Mae" excursions, Miss Nelson reported.

Joan Keaveny, Union Board representative, and Ruth O'Brien, chairman of Mixer, have done exceedingly well in planning the Freshman Mixer.

4. Program Co-ordinating Committee:

Motion ~~D-59 X-59~~ E59

Miss Rehder moved the Union organize a committee to plan events for male students. Passed.

Motion ~~D-59 X-60~~ E60

Miss Rehder moved the Union enaugurate free old-time dances into its program. Passed

5. Public Relations Committee: Miss Keaveny suggested the possibility of having a Union issue of the Daily and an article in the downtown newspaper of the 5th birthday celebration.

The first newsletter is coming out October 1.

Miss Keaveny discussed the Union's co-sponsoring a reception in honor of Mr. and Mrs. Morrill with the All-U Council on November 30 or 31.

The Union activity booklets were distributed to Board members. Miss Keaveny expressed her appreciation for the time spent by Saralou Mather, George Wright, and John Harker.

6. Merit Committee: Miss Butts recommended that filing for the 5 committee chairmanship vacancies be from Oct. 2-9. A Halloween party is being planned for the Union Cabinet, and the following volunteered for committees: Mary Jane Rehder and Ruth Woolverton, decorations; Doris Wildung and Ann Young, entertainment; Barbara Ocken and Barb Nordstrom, refreshments.

Motion ~~D-59 X-61~~ E61

Miss Butts moved the Halloween Party be October 24. Passed.

Two vacancies were created on the Board when Roger Patch entered the Army and Carol Myre was married. Filing for one of the Positions will be opened immediately, and when the ratio is determined after registration filing for the other will open.

7. House Committee: Miss Dalquist discussed the four problems confronting the House Committee, and a meeting was called for 4:30 Monday afternoon. Questionnaires for a survey of space assignment are being sent to organizations who have office space and those that have requested it.8. Finance Committee: Mr. Cole previewed the summary of the year's financial statement, and will explain it at the next meeting.

At present, the 7¢ per line paid to pinsetters is much less than other alleys in Minneapolis are paying. Mr. Cole recommended the fee be raised to 8¢. This would raise the price of league bowling to 18¢ plus an additional five cents.

Motion ~~D-52 X-62~~ E62

Mr. Cole recommended his report be accepted. Passed.

Motion ~~D-53 X-63~~ E63

Miss Young moved it be recommended to the Civil Service Committee that pinsetters receive 8¢ per line. Passed.

9. Homecoming Parade: Miss Wildung will be Union representative on the Homecoming Parade Committee.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Executive Meeting

October 4, 1945

Members Present: Wright, Theron Johnson, Young, Woolverton, Carlson, Higgins, Nelson, Rehder, Cole

1. Director's Report: The Director reported that Mr. Robert Hulse has been selected as the Art Craft Room supervisor, replacing Mr. Don Collogan who has resigned.

2. Building Hours:

Motion ~~5-64~~ X-64 E64

The House Committee recommended the following as building hours for the current year:

	<u>Weekdays</u>	<u>Fri. & Sat.</u>
Main Building	7:30-10:00	7:30-12:00
Billiard Room	9:00- 8:00	9:00-10:30
Bowling Alley	9:00-10:00	9:00-10:30
Terrace Reading Room	10:00- 4:00	
Game Room	9:00- 5:30	9:00-12:30

3. Columbus Day: Since students will be attending classes on October 12, the Board felt the services of the Union should be available to them.

Motion ~~5-65~~ X-65 E65

Motion was made authorizing the director to operate the Union under the normal schedule and to give employees time off at a later date.

4. President's Reception: Mr. Wright appointed Ann Young co-chairman of the committee to plan the reception in honor of President and Mrs. Morrill. The All-U Council will select the other chairman.

5. Program Co-ordinating Committee:

Motion ~~5-66~~ X-66 E66

The Board approved planning of a tea for the members of the Cabinet by officers of the Cabinet.

Motion ~~5-67~~ X-67 E67

Motion was made authorizing the establishment of 14¢ per person charge for Friday night jamboree dances when held in Ballroom. Passed.

6. Homecoming Dance: Discussion was held relative to the possibility of extended hours for the Homecoming Dance. Members present indicated their interest in securing such approval, but no official action was taken.

Respectfully submitted,

G. Ray Higgins
SECRETARY

Union Board Minutes

October 10, 1945

Members Absent: Genevieve Butts, Mr. Laurence Lunden

The President introduced Dean Zumbrunnen of Southern Methodist University; Mr. William Carlson, new faculty member; Mr. William Gibson, alumni representative; Betsy Gould, president of Union Cabinet; Dorothy Dugas, chairman of Homecoming, Robert Beebe, president of A. Union Board.

1. Director's Report: The National Association of College Unions is reconvening the national conferences. Mr. Higgins suggested the Board invite the Association for the meeting next year, to be held in March, April, or May. The main problem would be housing the 150 delegates composed of staff and student representatives. The problem was referred to the House Committee for study. Miss Peggy Asp has been hired as a replacement for Muriel Austin.

With a total of 549 lines bowled on Tuesday, the situation in the Bowling Alley seems to be changing to a pre-war status. If enough student help is obtained, the service to students can be greatly improved.

Motion ~~3-58 X-68~~ EGP

Mr. Deason moved an invitation be extended to the National Association of College Unions to have their next convention at Minnesota, pending an investigation of the housing situation. Passed.

2. Cabinet Meeting: Miss Betsy Gould invited Board members to attend the first meeting of Cabinet of Chairman on Thursday at 12:30 in Room 346.
3. Homecoming: Miss Dorothy Dugas reported that Daily publicity has been started; ticket sales, distribution of posters, and button sale start on Monday; spot announcements in Union and on radio will be given; distribution of handbills in the P. O.'s will be on Wednesday. During intermission at the Homecoming Dance, the queen and Homecoming chairman will be introduced. Miss Dugas recommended \$40.00 be spent for balloons to decorate the Ballroom that night.
4. President's Reception: Miss Ann Young reported the reception for Mr. and Mrs. Morrill would be co-sponsored with the All-University Council, with all publicity through the Union Board Public Relations Chairman. Invitations will be sent to all Seniors and organizations as a whole, and publicity in Daily will state all students are invited. The tea will be on Tuesday, October 30, from 3:00-5:00 with a reception line from 3:15-3:45.

5. Finance Committee: Mr. Cole explained the financial report for 1944-45.

Motion ~~B-58 X-69~~ E 69

Miss Wildung moved the financial report be accepted. Passed.

6. Executive Meeting: An Executive Meeting was held on October 4, and absences of Board members will not be counted.
7. Program Consultant's Report: Miss Nelson indicated that all the staff for recreation instruction were secured. Mr. Stark has been assigned by Mr. Nordly for recreational work in the Union. He will be working in the Craft Shop under Mr. Hulse.

Chairmen are needed for Hosteling, Music Hours, Square Dances, Newsreel, 2 for Jamborees, Saturday Nite Dances.

8. Board Vacancies: The enrollment should be determined the first part of next week telling ratio of the Board.

9. Merit Committee:

Motion ~~B-60 X-70~~ E 70

Miss Ocken moved Miss Wildung be appointed temporary chairman of the Merit Committee in Miss Butts' absence. Passed.

Candidates for Board will be interviewed at the next meeting, and Merit Committee will see them on Monday and Tuesday for interviews.

10. Homecoming Decorations:

Motion ~~B-61 X-71~~ E 71

Mr. Johnson moved Miss Dugas be authorized to purchase the necessary number of balloons to decorate the Ballroom for Homecoming. Passed.

11. Program Co-ordinating Committee: Programs of tournaments, football frolics, and Art Workshop have been evaluated. An open house will be given in the Craft Shop.

Motion ~~B-62 X-72~~ E 72

Miss Rohder moved there be an open house in the Craft Shop. Passed.

Motion ~~B-63 X-73~~ E 73

Miss Keaveny moved 10¢ be charged for Friday nite Jamboree when it is held in the Game Room. Passed.

12. Dance Instruction: Miss Nordstrom reported Beginners Lindy and Beginners Smooth were very successful, with an average of 400 at each session. The Friday Square Dance will be free of charge.

13. Sponsorships: Mr. Wright announced the Art-Craft and Music sponsorships are open.
14. Public Relations: Miss Keaveny reported 2,900 booklets have been distributed to freshmen, counselors, and the army and navy trainees. The Committee is attempting to secure a list of veterans and distribute booklets in their P. O.'s.

It will be suggested to the Cabinet that they publish the weekly newsletter.

Miss Keaveny stated the estimated charges for articles in the SKUM and Daily on the Union's fifth birthday celebration.

~~Motion D-84 X-74 E74~~

Miss Keaveny moved that a free Fifth Anniversary Party be given on November 9 or 10, date depending on chairman. Passed.

~~Motion D-85 X-75 E75~~

Mr. Cole moved the chairman be selected from Merit Committee files, and if a suitable candidate is not found filing be opened. Passed.

~~Motion D-86 X-76 E76~~

Mr. Deason moved Miss Keaveny's report be approved. Passed.

15. House Committee: Miss Dalquist explained the form which has been prepared for the Office Space Survey. The survey will first be conducted among those who already have space, then those who have applied and been denied. An idea of general office space will be investigated.

If permission is given, a poll will be conducted through the Daily to see how many students would use the Union if it were open on Sundays.

~~Motion D-87 X-77 E77~~

Miss Dalquist moved panic locks be installed on every door in the Union. Motion was tabled and referred to House Committee.

~~Motion D-88 X-78 E78~~

Miss Dalquist moved that Room 320 be used as a conference room providing no other room is available and no refreshments be served. Passed.

The House Committee will meet Monday at 12:30.

Motion ~~D-69~~ ~~X-77~~ E79

Mr. Cole moved Miss Dalquist's report be approved. Passed.

16. Mr. Wright read a letter from the Student Union at Manitoba saying that two visitors will be arriving on October 19.
17. Homocoming Float: Because Miss Wildung is assuming temporary chairmanship of Merit Committee, Miss Woolverton was given responsibility for the Union Board float.
18. Hallowe'en Party: Miss Rehder has charge of the party for Board members and chairmen.
19. Coffee Hour: The Cabinet of Chairmen invited the Board to a coffee hour from 3:30 to 5:00 on Tuesday in the Men's Lounge.

Respectfully submitted,

G. Ray Higgins
SECRETARY

COFFMAN MEMORIAL UNION

Summary of
Income & Expenditures
July 1, 1944 - June 30, 1945

Schedule I

	<u>1944-1945</u>	<u>1943-1944</u>
	<u>Income</u>	<u>Expenditures</u>
	<u>Income</u>	<u>Expenditures</u>
Income from student fees (7202-3500)	\$23,995.51	\$ 43,838.32
Rental & Services (7202-3500)	1,763.87	2,044.61
Program admissions, etc. (7202-4500)	8,469.76	5,151.87
Billiard Room		
Billiards (7237-2500)	9,353.51	14,710.63
Merchandise (7237-4500)	16,629.15	27,429.35
Bowling Alley		
Bowling (7238-2500)	5,107.66	11,162.06
Merchandise (7238-4500)	2,555.54	<u>5,577.12</u>
Total Income	67,875.00	109,913.96
Plus Income from War Training Fund (Cr. to 7202-2500)	1,020.00	
	<u>\$68,895.00</u>	<u>\$109,913.96</u>

Operating Expenditures

Administration (7202-2500)		
Salaries	\$11,626.00	\$ 11,978.40
Supplies & Expense	2,750.88	969.52
Program (7202-4500)		
Salaries	6,025.16	7,632.23
Supplies & Expense	12,655.99	15,436.39
Maintenance (7202-6500)		
Salaries	12,698.7	15,403.42
Supplies	23,195.12	28,953.10
Billiards (7237-2500 & 4500)		
Salaries	5,236.73	6,637.90
Supplies & Expense	13,373.09	23,122.56
Bowling (7238-2500 & 4500)		
Salaries	7,663.68	11,732.06
Supplies & Expense	<u>3,095.94</u>	<u>6,636.81</u>
Total Expenditures	\$98,321.29	\$128,502.39

Net Loss

\$29,426.29

\$ 18,588.43

COFFMAN MEMORIAL UNION

Statement of Income
July 1, 1944 - June 30, 1945

Schedule A

Income: Fees, Rentals, and Services
 (7202-3500)

	<u>1944 - 1945</u>	<u>1943 - 1944</u>
Income from Student Fees:		
Student	\$22,234.40	\$20,988.78
Servicemen	<u>1,761.11</u>	<u>22,849.54</u>
	\$23,995.51	\$43,838.32
Rentals and Services		
Ballroom Rental	388.94	262.80
Game Room Rental		10.00
Fine Arts Rental	4.00	20.00
Men's Lounge	153.00	122.00
Women's Lounge	43.40	32.00
Meeting Rooms	129.25	72.00
Checking Services	149.72	93.05
Dispensary Units	245.10	219.60
Commission on Telephone	588.70	885.01
Miscellaneous	<u>61.76</u>	<u>328.15</u>
	<u>1,763.87</u>	<u>2,044.61</u>
Total	\$25,759.38	\$45,882.93
Plus Income from War Training Fund	<u>1,020.00</u> #	
	\$26,779.38	

This \$1,020.00, Income from Services rendered Army and Navy personnel, was credited to Income on 7202-2500 and is added in with our income to show the true income.

COFFMAN MEMORIAL UNION

Statement of Income
July 1, 1944 - June 30, 1945

Schedule A (Cont'd. 2)

1944 - 1945

1943 - 1944

Program Income
 (7202-4500)

Saturday Nite Dance	1,477.80	\$1,053.89
Twilight Dance	682.18	300.38
Variety Dance	621.14	315.36
Quarterback Session	97.94	33.10
Newsreel	279.17	429.19
Record Fines	51.81	49.86
Federal Tax	1,424.63	602.93
Smooth Session	241.12	
Army-Navy Ball		595.10
Special Events	3,138.43	
Homecoming Dance	\$1,869.75	1,576.47
Sno-Ball	736.17	
Beg. Dance Instruction	201.84	
Donna Mae Excursions	250.57	
Hayrides & Sleighrides	48.32	
Splash Parties	31.78	
Miscellaneous	455.54	295.31
Tournament Fees	12.50	
Fines	7.35	
Sale of Refreshments	340.73	
Craftshop	94.46	
Miscellaneous	.50	
	8,469.76	\$ 5,151.87
Total Brought Forward	26,779.38	45,882.93
	<u>\$35,249.14</u>	<u>\$51,034.80</u>

COFFMAN MEMORIAL UNION

Statement of Income
July 1, 1944 - June 30, 1945

Schedule A (Cont'd 3)

	<u>1944 - 1945</u>	<u>1943 - 1944</u>
Billiard Department (7237-2500 & 4500)		
Billiard Fees	\$ 9,353.51	\$ 14,710.63
Mdse. Sales in Billiard Room	\$13,195.98	\$22,034.46
Foyer Candy Counter	<u>3,433.17</u>	<u>5,394.89</u>
Total Mdse.	<u>16,629.15</u>	<u>27,429.35</u>
	\$25,982.66	\$ 42,139.98
Bowling Alley (7238-2500 & 4500)		
Bowling Fees	\$5,107.66	\$11,162.06
Mdse. Sales in Bowling Alley	<u>2,555.54</u>	<u>5,577.12</u>
	\$ 7,663.20	\$ 16,739.18
Total Incomes Brought Forward	<u>35,249.14</u>	<u>51,034.80</u>
Total Income (All Departments)	\$68,895.00	\$109,913.96

COFFMAN MEMORIAL UNION

Statement of Expense
July 1, 1944 - June 30, 1945

Schedule B

1944 - 1945

1943 - 1944

General & Administrative: (7202-2500)

Salaries

Regular

\$8,359.73

\$7,261.37

Miscellaneous

3,266.27

4,717.03

\$11,626.00

\$11,978.40

Office Supplies

640.57

289.73

Equipment

273.36

55.46

Linens & Laundry

4.57

8.49

Telephone & Telegraph

311.49

302.79

Buildings & Grounds

314.17

77.82

Miscellaneous Expense

1,206.72

346.15

Overhead Service Enterprise

490.32

Electricity

402.95

Books, Newspapers, etc.

2,750.88

969.52

Totals Carried Forward

\$14,376.88

\$12,947.92

COFFMAN MEMORIAL UNION

Statement of Expense
July 1, 1944 - June 30, 1945

Schedule B (Cont'd. 2)

	<u>1944 - 1945</u>	<u>1943 - 1944</u>
Program Expense (7202-4500)		
Salaries:		
Regular	\$3,928.34	\$3,983.89
Miscellaneous	<u>2,096.82</u>	<u>3,648.34</u>
	\$ 6,025.16	\$ 7,632.23
Departmental Charges:		
Printing	459.35	710.80
Mimeograph	258.83	233.11
Photo Lab.	65.00	191.70
Food Service	1,095.47	1,120.87
Minnesota Daily	224.59	979.52
Visual Education	<u>1,702.10</u>	<u>4,262.29</u>
	3,805.34	7,498.29
Other Program Expenses		
Special Events (Donna Mae, etc.)	335.47	
Orchestra Services	3,644.00	3,811.28
Entertainers	192.50	749.50
Dance Instruction	937.50	424.50
Other Instruction	99.50	12.32
Office Supplies	310.77	171.04
Sheet Music & Records	223.22	208.29
Tax Expenses	1,397.94	648.30
Building & Grounds Chgs.	172.64	72.09
Rec. Equip. & Supplies	1,022.27	816.02
Telephone	176.73	
Miscellaneous (Gopher Space, Free Billiards & Bowling, Hayrides Exp., etc.)	<u>338.11</u>	<u>1,024.76</u>
	8,850.65	7,938.10
Total Program Expense	<u>18,681.15</u>	<u>23,068.62</u>
Totals Brought Forward	<u>14,376.88</u>	<u>12,947.92</u>
Totals Carried Forward	\$33,058.03	\$36,016.54

COFFMAN MEMORIAL UNION

Statement of Expense
July 1, 1944 - June 30, 1945

Schedule B (Cont'd.3)

	<u>1944 - 1945</u>	<u>1943 - 1944</u>
Maintenance (7202-6500)		
Salaries:		
Regular	\$6,508.56	\$ 5,178.19
Miscellaneous	6,190.14	10,225.23
	\$12,698.70	\$15,403.42
Maint. & Repair to Bldg.	2,112.53	1,762.53
Maint. & Repair to Furn. & Equip.	581.31	1,091.63
Cleaning Supplies	1,043.60	1,587.71
Linen & Laundry	897.06	1,242.46
Light & Power	7,159.08	10,589.05
Heating	3,837.19	3,780.00
Water	933.61	1,504.92
Equipment		122.46
B & G Salaries	5,906.60	5,514.21
Miscellaneous	<u>724.14</u>	<u>1,758.13</u>
Fire Insurances		989.10
Overhead on Job	647.39	658.29
Orders		
Telephone	33.00	
Miscellaneous	<u>43.75</u>	<u>110.74</u>
	<u>23,195.12</u>	<u>28,953.10</u>
Total Maintenance Expense	35,893.82	44,356.52
Totals Brought Forward	33,058.03	36,016.54
Totals Carried Forward	\$68,951.85	\$80,373.06

COFFMAN MEMORIAL UNION

Statement of Expense
July 1, 1944 - June 30, 1945

Schedule B (Cont'd. 4)

	<u>1944 - 1945</u>	<u>1943 - 1944</u>
Billiard Room (7237-2500)		
Salaries:		
Regular	\$3,534.04	\$ 3,487.60
Miscellaneous	<u>1,702.69</u>	<u>3,150.30</u>
	\$ 5,236.73	\$ 6,637.90
Maintenance		1,231.10
Billiard Equip. & Supplies	168.53	118.04
Miscellaneous	172.27	316.81
Admin. Supplies	26.00	155.36
Tele. & Linen	60.39	77.94
Misc. Expense	<u>85.88</u>	<u>83.51</u>
Fuel	154.83	155.45
Overhead Chg. on Bld. Room	<u>517.79</u>	<u>844.23</u>
	1,013.42	2,665.63
Merchandise: (7237-4500)		
Candy	3,983.95	6,516.94
Tobacco & Cigarettes	6,604.18	10,495.87
Beverages	1,426.25	2,703.40
Misc. Supplies	<u>345.29</u>	<u>740.72</u>
	12,359.67	20,456.93
Total Billiard Room Exp.	<u>18,609.82</u>	<u>29,760.46</u>
Totals Brought Forward	68,951.85	80,373.06
Totals Carried Forward	\$87,561.67	\$110,133.52

COFFMAN MEMORIAL UNION

Statement of Expense
July 1, 1944 - June 30, 1945

Schedule B (Cont'd. 5)

1944 - 1945

1943 - 1944

Bowling Alley
(7238-2500)

Salaries:			
Regular	\$5,342.21		\$5,181.92
Miscellaneous	<u>2,321.47</u>		<u>6,550.14</u>
		\$ 7,663.68	\$ 11,732.06
Administrative Supplies	23.81		27.12
Maintenance Supplies	119.18		1,240.34
Bowling Supplies	367.47		120.80
Miscellaneous	140.02		365.40
Laundry & Tele.	76.24		122.64
B. & G.	11.67		59.20
Misc. Expense	<u>52.11</u>		183.56
Fuel	457.40		459.22
2% Overhead on B. A.	<u>152.99</u>		<u>334.78</u>
		1,260.87	2,547.66
Merchandise: (7238-4500)			
Candy	488.58		747.48
Tobacco & Cigarettes	712.87		1,318.75
Beverages	366.00		1,007.40
Ice Cream	198.00		894.12
Misc. Supplies (Popcorn Potato Chips & Matches)	<u>69.62</u>		<u>121.40</u>
		1,835.07	4,089.15
Total Bowling Alley Expense		10,759.62	18,368.87
Totals Brought Forward		<u>87,561.67</u>	<u>110,133.52</u>
<u>Total Expense (All Departments)</u>		<u>\$98,321.29</u>	<u>\$128,502.39</u>

COFFMAN MEMORIAL UNION

Departmental Summary of Income & Expense
July 1, 1944 - June 30, 1945

Schedule C

1944 - 1945

1943 - 1944

Administrative & Maintenance:

Income:

Rentals & Services (7202-3500)	\$ 1,763.87	\$ 2,044.61
Incidental Fees (7202-3500)	23,995.51	43,838.32
War Training Funds (Cr. to 2500)	\$25,759.38 1,020.00 <u>26,779.38</u>	\$45,882.93

Expense:

General Administrative (7202-2500)	14,376.88	12,947.92
Maintenance & Heat & Light (7202-6500)	<u>35,893.82</u>	<u>44,356.52</u>
	<u>50,270.70</u>	<u>57,304.44</u>

Departmental Net Loss

\$23,491.32

\$11,421.51

Program: (7202-4500)

Income from Program	8,469.76	5,151.87
Expense:		
Salaries	6,025.16	7,632.23
Supplies & Expense	<u>12,655.99</u>	<u>15,436.39</u>
	<u>18,681.15</u>	<u>23,068.62</u>

Departmental Net Loss

\$10,211.39

\$17,916.75

COFFMAN MEMORIAL UNION

Departmental Summary of Income & Expense
July 1, 1944 - June 30, 1945

Schedule C. (Cont'd.)

1944 - 1945

1943 - 1944

Billiard Room: (7237-2500 & 4500)

Income:

Billiard Fees	\$ 9,353.51		\$14,710.63
Sale of Merchandise	<u>16,629.15</u>		<u>27,429.35</u>
		\$25,982.66	\$42,139.98

Expense:

Salaries	\$ 5,236.73		\$ 6,637.90
Supplies & Expense	1,013.42		2,665.63
Mdse. for Resale	<u>12,359.67</u>		<u>20,456.93</u>
		<u>18,609.82</u>	<u>29,760.46</u>

Departmental Net Profit		\$ 7,372.84	\$12,379.52
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Bowling Alley: (7238-2500 & 4500)

Income:

Bowling Fees	\$5,107.66		\$11,162.06
Sale of Merchandise	<u>2,555.54</u>		<u>5,577.12</u>
		\$ 7,663.20	\$16,739.18

Expense:

Salaries	\$7,663.68		\$11,732.06
Supplies & Expense	1,260.87		2,547.66
Mdse. for Resale	<u>1,835.07</u>		<u>4,089.15</u>
		<u>\$10,759.62</u>	<u>\$18,368.87</u>

<u>Departmental Net Loss</u>		<u>\$ 3,096.42</u>	<u>\$ 1,629.69</u>
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<u>Net Loss (All Departments)</u>		<u>\$29,426.29</u>	<u>\$18,588.43</u>
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COFFMAN MEMORIAL UNION

Cash Statement
and
Reconciliation with Budget Statement (1944-45)

Schedule D

Cash Statement:

Cash Balance, July 1, 1944 ---
Receipts (University Balance: June 30,
Posting List) \$68,785.00cr.

Less Expenditures:

Salaries 43,250.27
Supplies & Expense 55,071.02
(Our Balance) \$98,321.29

Total Expenses (University Balance: June 30
Posting List) \$100,105.32dr.

Cash Balance, June 30, 1945 31,320.32
Less July 1 Balance (above) ---

31,320.32

Less Items on Univ. not on Union Statement 1,784.03dr.
29,536.29

Plus Items on Union Statement not on Univ. 110.00

Net Loss

\$ 29,426.29

COFFMAN MEMORIAL UNION

Cash Statement
and
Reconciliation with Budget Statement (1944-45)

Schedule D

<u>TYPE</u>	<u>DR.</u>	<u>CR.</u>	
<u>Items on University Books not on Union Statements</u>			
32-34954	\$ 36.00		
11-25524	1,614.69		
11-25524	133.34		
	<u>\$1,784.03</u>		Dr. Bal. \$1,784.03
 <u>Items on Union Statements not on University Books</u>			
21-90735		\$ 3.00	
21-90735		13.98	
21-90735		76.57	
21-90736		2.54	
21-90735		7.04	
21-90735		6.00	
21-90736		.87	
		<u>\$110.00</u>	Cr. Bal. \$ 110.00

COFFMAN MEMORIAL UNION

Comparison of Annual Revenue

	<u>1944-45</u>	<u>1943-44</u>	<u>1942-43</u>	<u>1941-42</u>
Total Net Yearly Loss	\$29,426.29	\$18,588.43	\$ 2,524.40	\$12,421.24
Dept. Net Gain or Loss				
Admin. & Maintenance	23,491.32	11,421.51	9,322.52	11,511.89
Program	10,211.39	17,916.75	9,464.21	11,476.32
Billiard Room	7,372.84	12,379.52	10,748.51	5,106.34
Bowling Alley	3,096.42	1,629.69	5,513.82	5,460.63

COFFMAN MEMORIAL UNION

Comparison of 1944-45 Estimated Budget
And Actual Expenditures as of June 30, 1945

<u>Name of Item</u>	<u>Estimated Budget</u>	<u>Expend. as of June 30, 1945</u>	<u>Balance</u>
<u>General Office Administration (7202-2500)</u>			
Salaries:			
Administrative	\$ 8,624.00	\$ 8,359.73	\$ 264.27
Misc. Help	3,500.00	3,266.27	233.73
Supplies, Expense, and Equipment	2,000.00	2,750.88	<u>750.88</u>
<u>Program (7202-4500)</u>			
Salaries:			
Administrative	4,980.00	3,928.34	1,051.66
Misc. Help	2,500.00	2,096.82	403.18
Supplies, Expense, and Equipment	13,469.76	12,655.99	813.77
<u>Building Maintenance (7202-6500)</u>			
Salaries:	18,817.00	12,698.70	6,118.30
Supplies, Expense, and Equipment	18,500.00	23,195.12	<u>4,695.12</u>
<u>Billiards (7237)</u>			
<u>2500</u>			
Salaries:			
Administrative	3,588.00	3,534.04	53.96
Misc. Help	3,000.00	1,702.69	1,297.31
Supplies, Expense and Equipment	800.00	1,013.42	<u>213.42</u>
<u>4500</u>			
Misc. for Resale	7,000.00	12,359.67	<u>5,359.67</u>
<u>Bowling Alley (7238)</u>			
<u>2500</u>			
Salaries:			
Administrative	6,384.00	5,342.21	1,041.79
Misc. Help	8,000.00	2,321.47	5,678.53
Supplies, Expense, and Equipment	1,500.00	1,260.87	239.13
<u>4500</u>			
Misc. for Resale	2,500.00	1,835.07	664.93

COFFMAN MEMORIAL UNION

Comparison of Maintenance Expense
7202-6500

	<u>1944-45</u>	<u>1943-44</u>	<u>1942-43</u>
Salaries:			
Regular	\$ 6,508.56	\$ 5,178.19	\$ 8,372.09
Miscellaneous	6,190.14	10,225.23	3,834.72
Maint. & Repair to Bldg.	2,112.53	1,762.53	1,257.52
Maint. & Repair to Furn. & Equipment	581.31	1,091.63	716.63
Cleaning Supplies	1,043.60	1,587.71	995.81
Linen & Laundry	897.06	1,242.46	944.42
Light & Power	7,159.08	10,589.05	8,326.95
Heating	3,837.19	3,780.00	4,411.07
Water	933.61	1,504.92	854.94
Equipment		122.46	225.73
B. & G. Salaries	5,906.60	5,514.21	6,009.42
Miscellaneous	<u>724.14</u>	<u>1,758.13</u>	<u>317.43</u>
	\$35,893.82	\$44,356.52	\$36,266.73

Union Board Minutes

October 17, 1945

Members Absent: Johnson, London, Carlson, Montgomery,
Casper, Nordstrom, Butts, Deason, Nelson

1. Director's Report: It was recommended that the Board review its policies regarding identification in the building, both for recreational facilities and program events. After a discussion the President suggested that the situation be studied by the House Committee for future action.
2. Program Consultant's Report: Coffee hours have been scheduled for every Tuesday through November and so far have proved very satisfactory.
3. Program Co-ordinating Committee's Report: It was recommended that Bridge and Chess instruction be transferred permanently from the Tournament Committee to Recreational Instruction Committee.

~~X-30~~ E 80
Motion D-70: Miss Woolverton moved the Bridge and Chess Instruction be transferred from the Tournament Committee to Recreational Instruction Committee. Passed.

~~X-31~~ E 81
Motion D-71: Miss Young moved that, since the normal process of selecting a Chairman and forming a Committee had not performed successfully for the Toastmaster Club, the program be publicized and the Chairman and the Committee be selected from students who indicate an interest in the event. Passed.

4. Board Appointment: Doris Wildung was temporary Chairman of the Merit Committee and the following candidates were interviewed: Lyle Larson, Perry Copeland and Art Glessner. Lyle Larson was elected the new member to fill the existing vacancy until the next election at which time the other candidates were requested to refile.
5. Public Relations Report: The Chairman outlined a plan for special daily edition for the anniversary program. The expense for engraving would total \$30.00. A similar plan is being worked out for the Ski-U-Mah with cost to be determined at a later date.

6. House Report: Chairman indicated that the Committee was continuing a survey of the use of student organization offices and it would be ready to report its results next week. Preliminary investigation by the Committee of the housing of the proposed convention of the Association of College Unions in April has shown indefinite and meager results to date. Further contacts will be made with the Twin Cities Hotel Association.
7. President's Reception Report: Chairman indicated invitations are being printed inviting members of all organizations, Seniors, as well as the undergraduate student body to the President's Reception to be held on October 30th.
8. Student Bill of Rights: The President read portions of a statement formulated by the University Senate. After a discussion, it was agreed that all members should be given a copy and study the report in detail for further action.
9. Homecoming Float: On recommendation of the Homecoming Float Chairman, the Board approved the plans outlined.
~~EP~~ ^{EP2}
Motion D-72: Miss Woolverton moved that the total expense of not over \$35.00 be approved for the float. Passed.
10. Board Meeting Attendance: Due to the abnormally large number of absentees at the meetings, the Board indicated its desire for the Executive Committee to study over the current standing of the Board members in the light of the by-laws on attendance.
11. Commutors' Lunch-Room Congestion: Several members of the Board indicated that conditions in the Commuters' Lunch Rooms were extremely crowded and that the Board should make some effort to study the situation and recommend appropriate action. It was agreed that members of the Board and the Staff would check up on the conditions and report their findings at the next meeting.

Respectfully submitted,

G. Ray Higgins
SECRETARY

Union Board Minutes

October 24, 1945

Members Absent: Miss Genevieve Butts, Mr. William Carlson, Miss Donna Dalquist, Mr. William Gibson, Miss Ruth Montgomery, Miss Margaret Nelson, Mr. Laurence Lunden

1. Homecoming Float: Mr. Wright commended Ruth Woolverton and Sherm Cole for their excellent work on the Union Board float which received first prize in the parade.
2. Canadian Visitors: On behalf of the two visitors from Canada, Mr. Wright expressed appreciation to Board members for entertaining them while they were in Minneapolis.
3. Executive Committee: The Board discussed the meaning of membership cards and whether they should be considered as life-time passes to Union activities. No action was taken following the discussion.

The following appointments were made: Mr. Gibson, Public Relations; Lyle Larson, Music and Finance. Mr. Carlson was recommended as member of the Executive Committee.

Motion ~~D-73~~ X-83 E83

Miss Young moved that William Carlson be elected to the Executive Committee. Passed.

The Public Relations Committee will send a letter to the Homecoming Dance Committee expressing the Board's appreciation for their splendid work on the very successful dance.

Mr. Wright reported that Barbara Nordstrom and Bob Kasper had one and Burt Deason two unexcused absences.

Motion ~~D-74~~ X-84 E84

Miss Render moved the Executive Committee's report be approved. Passed.

4. Board Vacancy: Miss Wildung reviewed qualifications for Perry Copeland, Art Glessner, and Harvey Dow. After an interview, Mr. Dow was unanimously elected, and his eligibility will be rechecked with the Dean of Students Office.
5. House Committee: Because of the continuing growth of their organization, the Y.W.C.A. had formerly requested use of Room 214 as permanent office space. Their request was refused because the Board felt as normal activities developed, the demand for conference rooms would make it difficult to accomodate all of these groups. Mr. Wright presented two letters received from the Y.W.C.A. advisory board and executive board suggesting removal of wall

between 214 and 215 for better ventilation, survey of use of third-floor Food Service rooms, survey of office space, Joan Clarke and Lorraine Hill, representatives, reviewed the Y.W.C.A.'s proposal.

~~Motion D-75 X-85 E 85~~

Mr. Cole moved that the Board investigate expenses of removing the wall between 214 and 215. Passed.

~~Motion D-76 X-86 E 86~~

The Union Board, in assigning 214, will go on record as indicating that if additional conference room space is not available, it will be forced to curtail blanket reservations for the Y.W.C.A. in keeping with needs of other student organizations. Passed.

~~Motion D-77 X-87 E 87~~

Mr. Larson moved that an investigation of space assignment be conducted in areas not under jurisdiction of the Board. Passed.

Miss Dalquist reported that a survey of present office assignment has been taken for a week, and an evaluation of organizations' reports of use will be taken soon.

The Campus Chest has requested use of Room 226 for remainder of the quarter and 231 for week of the campaign.

~~Motion D-78 X-88 E 88~~

Miss Wildung moved that the Board assign two offices to Campus Chest for the period during their campaign.

A student social studies group has requested use of a conference room on Monday nights to discuss content of their course. Mr. Higgins recommended the Board accept such discussion groups, and the Board decided to encourage educational meetings such as these.

~~Motion D-79 X-89 E 89~~

Miss Rehder moved the Board adopt the above policy. Passed.

6. Commuters Lunch Room: Mr. Higgins reported on crowded condition of the lunch room during noon hours, commenting that congestion was due partly to holding of tables after lunch has been eaten, saving chairs for long periods of time for friends, and groups sitting on steps rather than breaking up. Miss Ocken will check on attendance during the next week.
7. Merit Committee: Miss Wildung recommended the following be approved as committee chairmen:

Newsreels.....Carol Haugen
 Music Hours.....Mary Rutford
 Hosteling.....Mary Youngdahl
 Sat. Nite Dance.....Joyce Redeem
 Jamboree I.....Art Glessner
 Jamboree II.....Genevieve Gilpin
 Square Dancing.....Gloria Johnson
 Birthday Party.....Perry Copeland

8. Public Relations: Miss Keaveny suggested the Public Relations Committee have another member. She reported on the committee's present projects. It was suggested an amendment to the By-Laws be prepared authorizing organization of a Public Relations Committee composed of non-Board members.
9. President's Reception: Miss Young invited all Board members and their friends to the reception for Mr. and Mrs. Morrill on Tuesday from 3:00-5:00 in the Ballroom.
10. Director's Report: At the next meeting Mr. Nunn, University Relations Director, will discuss with the Board the problems of permitting non-University groups to have access to the building.
11. Program Consultant's Report: Miss Mather announced an Open House in the Craft Shop at 3:30 on Friday, October 26, and urged Board members to attend.
12. Bill of Rights: Mr. Wright presented a letter written to the All-U Council in answer to their Bill of Rights proposal.
13. Halloween Party: Miss Wildung reminded Board members of the party for committee chairmen on Wednesday evening, Oct. 31, in the Union Game Room.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

October 31, 1945

Members Absent: Mr. George Wright, Mr. Theron Johnson,
Mr. Bob Casper, Mr. Lawrence Lunden

1. Director's Report: The director discussed the growing conflict between Union program reservations and major reactivated events of other student groups. The question was referred to the House and Program Co-ordinating Committees for the formulation of a working policy.

~~X-90~~ E 90
Motion D-80: Miss Keaveny moved that the Forum Board be given the use of the Ballroom on November 20th for an address by Mrs. Glenn Frank with the stipulation that this was an exception and not the general policy.

2. Program Consultant's Report: Miss Nelson reported a gradual decline in program participation. Music Listening Hours and Monday Movies were reported as exceptions. New employees are: Miss D. June Freeburg, Record Lending Library, and Mrs. Grace Seney, bridge instruction.

3. House Committee Report: It was recommended that the Campus Chest be given the use of Room 226 for the rest of the quarter. A spot check on offices has been made and a questionnaire will be sent to all of the offices in the Union in an effort to determine their usefulness. A check-up in the Commuters' Lunch Room is being made. Identification for all Union activities was recommended to avoid the use of facilities by Non-University people. Procedure for such a ruling will be studied and recommendations made at the next meeting.

~~X-91~~ E 91
Motion D-81: Miss Dahlquist moved to extend the use of Room 226 to the Campus Chest through the remainder of the quarter. Passed.

4. Program Co-ordinating Committee Report: It was recommended that a budget of \$35.00 be allowed Personal Development and that the Anniversary Committee be allowed a budget of \$310.00 to cover expenses for advertising and to carry out plans for Union Birthday program scheduled for November 9.

~~X-92~~ E 92
Motion D-82: Mr. Dow moved that \$35.00 and \$310.00 be allowed Personal Development and the Anniversary Committees respectively. Passed.

~~X-93~~ E 93
Motion ~~D-88~~: Mr. Dow moved that Snow Week be reinstated as an annual campus function. Passed.

Plans for the Snow Week event were referred to the Merit and Program Co-ordinating Committee. The Athletic Department will be contacted immediately and asked to co-sponsor the event as in the past.

4. Publicity Committee Report: The Campus Chest has made an appeal to the Union Board for volunteer speakers to work on the Campus Chest and give 5 minute talks.
5. Graduate Group: It was reported that there were 175 present at the Graduate dinner and that they would like to form a Graduate Club under Students' Activities Bureau. A meeting has been held and a constitution is being drawn up.
6. President's Reception: It was reported that the reception for Mr. and Mrs. Morrill proved very successful. Expenses are to be divided between the board and the Council.
7. Veterans' Club: A request was made for a blanket reservation for Room 343 Union during Convocation every second and third Thursday. Lyle Larson will investigate whether or not this will clear through the Dean of Students office and report at the next meeting.
8. Christmas Sing: Lyle Larson discussed the possibility of working out a special Christmas sing in line with the weekly noon sing with the addition of special choruses and soloists.

~~X-94~~ E 94
Motion ~~D-84~~: Miss Keaveny moved that Lyle Larson be given the responsibility of arranging a Christmas sing to be worked out as an elaborate program and held in the Ballroom on the day of the regular Christmas sing. Passed.

9. Finance Committee: After a discussion the Finance Committee was asked to look into the possibility of obtaining fluorescent ink for use for identification at the Union dances in place of the black ink now in use.
10. Halloween Party: The meeting was followed by a party for the Board members and Committee Chairmen in Room 343.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

November 7, 1945

Members Absent: William S. Carlson, William S. Gibson, G. Ray Higgins, Theron Johnson, Bob Kasper, Barbara Nordstrom, William Tate, and Rath Woolverton.

Mr. Nunn, Public Relations Director of the University, was introduced by the President.

1. Program Consultant's Report: Arrangements, with the exception of refreshments and invitations, are coming along very well. Miss Nelson commended Joan Keaveny for excellent work on Daily publicity and said Perry Copeland and his committee are doing exceedingly well on the anniversary celebration. The following activities will be featured: bowling tournament, billiards, bridge tournament, V-12 Band in Jr. Ballroom, Lowell Rounds in Main Ballroom, community sing, and a surprise when the birthday cake is cut in the ballroom.
2. Anniversary Dinner: Mr. Dow reported that tentative arrangements have been made for the dinner for present and former Board members at 6:45 before the Birthday Party. After Mr. Dow asked for entertainment suggestions, it was decided Mr. Larson would sing.

~~X-95~~ E 95
Motion B-85

Mr. Dow moved funds be set aside for the fifth anniversary banquet @\$.85 per person for 30 people. Passed.

3. Program Co-ordinating Committee: Miss Rehder recommended that the Sing on November 15 be cancelled because of the Campus Chest Rally on that date in the Ballroom.

~~X-96~~ E 96
Motion B-86

Mr. Larson moved the above recommendation be approved. Passed.

Miss Wildung presented the following budget be approved for Charm, Inc., which is having two style shows:

Platforms	\$45.00
Printing	15.00
Programs	10.00
Refreshments	2.00
Postage	3.00
Public Address	3.00
Total	<u>\$78.00</u>

~~X-97~~ E 97
Motion B-87

Mr. Cole moved the above recommendation be approved. Passed.

After Miss Rehder's recommendation, the following motion was passed:

~~X-98~~ E 98
 Motion ~~D-87~~

Mr. Larson moved a policy be established requiring checking of fee statements at all dances and dance instruction, with one person admitted as guest. Passed.

- a. Mr. Deason moved Motion D-87 be amended to exempt Football Frolics on Saturday afternoons, from this policy. Passed.
- b. Mr. Larson moved his motion be amended to read that a permanent person be employed to check fee statements. Passed.

Miss Rehder discussed the problem of when the Union programs should be cancelled for other campus functions. She presented the following policy:

~~X-99~~ E 99
 Motion ~~D-88~~

The Union Board recognizes the need for giving opportunity to other campus functions and will adjust its program to provide space for major programming events with two stipulations:

- (1) Preference given to events with All-University participation, and at which attendance is not restricted.
- (2) Attendance is not all-important, but rather the type and nature of program.

Miss Nelson recommended the Board make a special effort to have the chairmen understand the policy.

4. Personal Development: Miss Wildung reported on the meeting of dance etiquette, at which Al Wiklund answered questions about dancing. A meeting is planned for November 20, with Sally Delaney scheduled to speak on public dining manners.
5. Morit Committee: Miss Wildung reported interviews for chairmen will be on Tuesday, Wednesday, and Thursday after Thanksgiving.

~~X-100~~ E 100
 Motion ~~D-89~~

Miss Wildung moved the Board appoint Norbert Springdob chairman of Toastmasters Club and Carol Haugen chairman of Newsreels. Passed.

6. House Committee:

~~X-101~~ E 101
 Motion ~~D-90~~

Miss Rehder moved the Board approve Miss Dalquist's recommendation to approve the YWCA's request for blanket reservations. Passed.

~~X-102~~ E 102
 Motion ~~D-91~~

Miss Dalquist moved the Christian Fellowship's request for office space be denied. Passed. The House committee felt that if a request for one religious group were granted, other religious groups would immediately apply.

November 7, 1945

A survey has been taken on crowded conditions in commuters lunch room for several days. The cafeteria in Shevlin hall will open Tuesday, November 13, and it is hoped this will bring temporary relief to the problem. The cafeteria will remain open pending satisfactory use of space by students. Mr. Dow suggested addition of several tables and improvement of bussing system would relieve the situation somewhat.

7. President's Report: Mr. Wright discussed problems of space area in the building, and Union's relation to non-student groups which meet in the Union. He proposed the Union adopt and publish criteria for office assignments and let such organizations know their stand with the Union. The President felt it was time for an over-all survey and would like to organize the above problems in order to decide on a solution.

Motion D-92X-103 E103

Mr. Deason moved the Executive Committee draw up plans for such a survey and submit them at a future Board meeting. Passed.

8. Mr. Nunn: The "Organizational Use of Coffman Union" was discussed by Mr. Nunn. The problem of the University's relation to non-student groups for reservations in the Union was something he felt the Board should participate in determining. He believed that in the future there would be fewer class B groups. The matter of when non-student organizations should give way to student organizations was also considered. Mr. Nunn hoped the Board would discuss it further with Mr. Higgins at a future meeting, whether or not he was present.

9. Public Relations:

Motion D-93X-104 E104

Miss Keaveny moved the Union contract for seven pages in the Gopher @ \$150, with two pages being assigned to the Farm Union Board. Passed.

Motion D-94X-105 E105

Miss Keaveny proposed the following amendment to the By-Laws: The Public Relations Committee shall be composed of four Board members, together with the chairman of a sub-committee. The sub-committee members' specific responsibilities shall be determined by the Public Relations Committee. Passed.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

November 14, 1945

Members Absent: William S. Gibson, Theron Johnson, Bob Kasper, Barbara Nordstrom, Laurence Lunden.

1. Director's Report: Mr. Higgins conveyed congratulations for the fine results of the fifth anniversary party. The question of whether or not the policy of having two Christmas trees, one in the ballroom and one in the Main Lounge, should be reinstated this year was brought up. It was reported that Miss Barbara Nordstrom must give up her membership on the Union board due to illness. The identification system has been reinstated and a policy will be put into effect as soon as someone is hired to carry out the duties involved. Final word has been received from the Minneapolis Hotel Association to the effect that they will be able to house the delegates to the Association of College Unions, providing they agree to meet in April. The question of whether or not it is permissible for student groups to use the P.A. system to make impromptu announcements of events during the day was brought up.

~~X-106~~ E106
Motion D-95: Mr. Larson moved that the Union reinstate its policy of putting Christmas trees both in the Main Lounge and the Ballroom. Passed.

~~X-107~~ E107
Motion D-96: Miss Rehder moved a joint Board-Cabinet party be arranged to decorate the Christmas tree in the Main Lounge. Passed.

Decoration of the Ballroom trees will be left to the Chairmen of the various dance committees.

~~X-108~~ E108
Motion D-97: Miss Keaveny moved that the question regarding the use of the P.A. system be referred to Public Relations for a report, setting forth a policy for adoption, to be made at the next meeting. Passed.

2. Program Consultant's Report: It was recommended by Miss Nelson that Perry Copeland be sent a commendation for his work on the Anniversary Party Committee. This is to be carried out by the Public Relations Committee.
3. Executive Committee Report: The following appointments were recommended:

Hurt Deason Arts Committee
Harvey Dow Informal Parties
and Finance Committees
Barbara Ocken Movies

Executive Committee Report (Cont'd). The following survey objectives were outlined in connection with the commuters' lunchroom and office space survey:

- (1) To clarify ourselves on the use of space.
- (2) To call attention to the needs for expansion.
- (3) To determine to what extent the building is meeting the needs originally prescribed.
- (4) To determine which needs we should be meeting which at present we are not meeting.

~~X-109~~ E109
Motion D-98: Mr. Cole moved that Barbara Nordstrom's resignation be accepted and that filing for a new board member be opened immediately and remain open for one week. Passed.

~~X-110~~ E110
Motion D-99: Mr. Larson moved that the Executive Committee's report be accepted with the stipulation that the committee's appointments be reconsidered at the 3:30 meeting next Tuesday, November 20th.

4. Program Co-ordinating Committee Report: Upon recommendation by the committee the following action was taken:

~~X-111~~ E111
Motion D-100: Miss Young moved that a semi-formal dance be held December 8th, with music provided by two bands, cost to be determined by Finance Committee. Passed.

~~X-112~~ E112
Motion D-101: Mr. Dow moved that the variety dance scheduled for Wednesday, November 21, be changed to Tuesday, November 20, to avoid a conflict with the Foundation Ball. Passed.

~~X-113~~ E113
Motion D-102: Miss Dahlquist moved that Football Frolics and Saturday night dance be changed to Jr. Ballroom on November 24th, Dad's Day. Passed.

~~X-114~~ E114
Motion D-103: Miss Rehder moved that the beginners' Lindy be moved to Jr. Ballroom on November 29th to make room for Football Squad Party,

The week of January 21st has been chosen for Snow Week.

5. Snow Week: Miss Keaveny discussed general plans for Snow Week as drawn up at a meeting with Athletic Department.

~~X-115~~ E115
Motion D-104: Mr. Dow moved that a name band be selected for the Snow Ball on November 26th. Passed.

6. Christmas Sing: A resume of plans for Christmas Sing was given by Lyle Larson.

~~Motion D-103~~ ^{E116}: Mr. Cole moved that a budget of \$43.00 be approved to defray anticipated expenses for the Christmas Sing.

7. Sponsors Report: Miss Woolverton commended Ruth Saul for her work on various committees.
 8. William McNulty: The organization of the following committees was reported by Mr. McNulty, Secretary of the Union Cabinet of Chairmen:
 - (1) Social Committee--to handle parties, etc.
 - (2) Office Committee--to handle secretarial duties.
 - (3) Publicity Committee--to handle direct contacts with the Daily and to obtain other publicity.
- It was suggested that the Public Relations Chairman meet with the Publicity Chairman of the Cabinet to exchange ideas.
9. Public Relations Committee Report: The Daily has been sent a thank you note for its work on the Anniversary Special Edition. Filing for Public Relations Committee membership, as well as for Chairmanship, has been opened and replies are being received.
 10. House Committee Report: A survey on the commuters' lunch-room has been made and it was suggested that the facilities in Shevlin Hall be publicized through the Daily. Questionnaires have been sent to the various offices in the Union in an effort to determine their usefulness.
 11. Merit and Program Co-ordinating Committees: Interviews are being arranged with all committee workers to find out if everybody who has signed up is active.
 12. Campus Chest: Solicitation for Campus Chest among Board members was made by the president.
 13. Snow Week Advertising Committee: Request was made that Harvey Dow be made a member of this committee. Approved.

Respectfully submitted,

G. Ray Higgins
Director

Union Board Minutes

November 21, 1945

Members Absent: Mr. William S. Carlson, Sherm Cole, Mr. William S. Gibson, Mr. Theron Johnson, Bob Kasper, Mr. Laurence R. Lunden, Miss Ruth Montgomery, Bill Tate

1. Director's Report: Mr. Higgins reported he will attend a meeting of the Association of College Unions Directors the latter part of December or first of January. The Board had previously authorized his attendance at a meeting which was postponed. The director will present a bid to the Association inviting them to hold their convention at the University of Minnesota. The policy of building closing hours during Christmas vacation was mentioned and referred to the House Committee. Eating of lunches in conference rooms and student organization offices was discussed by the director and the Board. The matter was referred to the House Committee, and a suggestion was made to them that they inquire about possibility of using a Food Service room at noon when students eat bag lunches at their meetings.
 2. Program Consultant's Report: Miss Nelson reported that attendance has dropped for Variety Dances, Newsreels, and Saturday Nite Dances, but Music Listening Hours and Quarterback Sessions have held up. Sally Delaney from Nicollet Hotel spoke at Watcher Manor and answered specific questions prepared by the committee. The Personal Development committee presented a skit, followed by a social hour with refreshments.
 3. Program Co-ordinating Committee: Miss Rehder recommended a special committee be organized for Hobby Shows. A chairman especially interested in the above will be selected, as it will necessitate extensive work. Activities for **fall quarter** will terminate December 8 with exception of Record Lending Library, Craft Shop, and Music Listening Hours which will continue through final week. Bowling, billiards, bridge, chess, and possibly "500" tournaments will be scheduled next quarter.
- Motion B-106 X-117 E/17
Miss Keaveny moved the Program Co-ordinating Committee's report be approved. Passed.
4. Public Relations Committee: The committee is meeting Tuesday, November 27, with a Visual Education representative to make further arrangements concerning the activities broadcast on Tuesdays and Fridays at 12:45 from

Room 320. Announcements will be piped to Main, Men's, and Women's Lounges, and possibly commuters lunch room and cafeteria. Miss Keaveny suggested two students from the Radio Guild be secured for the broadcast. The committee will discuss the matter of which organizations should be allowed items on broadcasts and present a policy before the Board next week.

~~Motion B-107~~ X-118 E/118

Miss Dalquist moved the Public Relations Committee's report be approved. Passed.

5. House Committee: Signs will be posted in the commuters lunch room about the cafeteria in Shevlin Hall which is now open, others will urge students to eat on the hour. Five replies to the office space questionnaire have been received, and ones sent out to three groups who have requested office space.

~~Motion B-108~~ X-119 E/119

Miss Young moved the House Committee's report be approved. Passed.

6. Formal Dance: The committee has asked Board members to lead the grand march at the semi-formal dance on Dec. 8. It was suggested that chairmen of major campus events serve as an alternate to the Board.
7. Christmas Party: Planning of a party will be left until the tree is purchased. Mr. Higgins reported past attempts at all-campus Christmas parties have been unsuccessful.
8. Board Dinner: The Y.M.C.A. has invited the Board to attend the annual smorgasbord next Wednesday, with meeting to follow on second floor of the Y.M.C.A.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

November 28, 1945

Members Absent: Mr. William S. Carlson, Mr. Laurence Lunden
Mr. Theron Johnson, Bob Kasper.

John Richter, former board member, was introduced by the president.

1. Director's Report: Mr. Higgins reported that bowling is increasing in popularity, having doubled in volume since last year. Twenty-two pinsetters are now employed in comparison to last year's four. A meeting of the Art Crafts Committee Chairman and Supervisor was held and Mr. Hulse reported that from 45 to 50 students make use of the Craft Shop daily.
2. Program Consultant's Report: It was reported by Miss Nelson that the Library Committee is sponsoring its first book review of the year at 3:30 Tuesday.
3. Merit Committee's Report: The following people were interviewed to fill the position on the board, vacated by Barbara Nordstrom:

(1) Carol Haugen	(6) Gloria Law
(2) Phyllis Bach	(7) June Mann
(3) Betsy Gould	(8) Claire Ingemann
(4) Eunice Haried	(9) Phyllis Wright
(5) Jan McDaniel	(10) Gerry Stoner
	(11) Gloria Johnson

After a discussion, a vote was taken electing Betsy Gould Arts Junior, to fill the vacancy. Her appointment is for two years, extending through winter quarter, 1947.

~~E 120~~ *E 120*
Motion D-100: Miss Wildung moved that the Merit Committee study the matter of amending the by-laws to limit the number of people to be interviewed for board vacancies and present a recommendation to the board at the next meeting. Passed.

4. Public Relations Committee Report: Upon recommendation by Miss Keaveny, the following action was taken:

~~E 121~~ *E 121*
Motion D-110: Miss Rehder moved that broadcasts in the Union be set for 12:45 p.m., Tuesdays and Thursdays, and piped into the Main lounge and the Men's and Women's lounges with reservations for announcements to be made a week in advance and script not to exceed 100 words in length. Passed.

5. Program Co-ordinating Committee's Report: Upon recommendation by Miss Rehder, the following action was taken:

~~Motion D-III~~ ^{E 122}: Miss Keaveny moved to approve the following budgets requested by the Program Co-ordinating Committee:

Splash Parties.....	\$40.00
Square Dance.....	\$50.00
Hosteling.....	\$ 5.00

Passed.

The board was invited to attend a party together with the Union Cabinet of Chairmen, Wednesday night, December 5, for the purpose of decorating the Christmas tree in the Main lounge.

Closing hours during Christmas vacation will be 8:00 p.m.

Respectfully submitted,

G. Ray Higgins

DIRECTOR

Union Board Minutes

December 5, 1945

Members Absent: Mr. William S. Carlson, Donna Dalquist, Mr. William S. Gibson, Mr. Theron Johnson, Bob Kasper, Lyle Larson, Mr. Laurence Lunden, Miss Ruth Montgomery

1. Director's Report: With the identification system having been enforced for approximately a week, three students were discovered as having permitted non-students or students to use their fee statements. These cases were referred to the Dean of Students for disciplinary action. Until such time as the All-U Council establishes an identification system, checking of fee statements will be continued. . . .
. . . The Farm Union has had difficulty securing phonographs during the war period, as their two have continually needed repair.

Motion D-112 X-123 E/23

It was moved that the Union dispose of their juke box to the Farm Union as it has not been used recently. The amount will be left to Union Director and House Committee after appraisal of Visual Education.

Because a serviceman broke one of the already cracked outside lights, replacements for all of them have been ordered. Complete cost, including labor and addition five for repair, will be \$277.

2. Program Consultant's Report: Miss Nelson stated a survey will be started including the following:
(1) Cost accounting of each program separately.
(2) Quarterly reports with recommendations and interpretations. (3) Follow-up on all committee personnel and the merit committee. (4) Analysis of duplications of people attending Union functions.
(5) Analysis of freshmen interest cards.
3. Program Co-ordinating Committee: After recommendation by the committee, the following notions were passed;

Motion D-113 X-124 E/24

Miss Rehder moved the budget of \$265.58 for the Christmas semi-formal featuring two bands be approved. Passed.

Motion D-114 X-125 E/24

Mr. Cole moved that in booking orchestras for the Twilite program, we tend to make engagements toward end of winter quarter. Passed.

Motion D-115 X-126 E/26

Miss Young moved \$265.00 be approved to carry out the Twilite program with bands at \$40 per time hired three times winter quarter and every other time spring quarter, V-12 Band playing alternately.

Motion ~~D-116~~ ~~X~~ E/27

Miss Butts moved a budget of \$158.10 be set aside for recreational instruction, and Jr. Ballroom not be used during winter quarter. Passed.

After a discussion of whether Food Service should be charged for using the Main Ballroom, the matter was referred to the House Committee.

- 4. Snow Week: Mr. Dow reported that the budget was set-up and program reviewed when the advisory committee met. Approval of button sales was given to help defray expenses.The dance on Saturday night will not feature a name band because it would detract from the true purpose of Snow Week to start such a tradition where the dance is emphasized. A name band will be hired later in the quarter. Perry Copeland, chairman, suggested as an alternative an ice follies at the parade grounds with an informal dance following at the Union.Mr. Higgins stated the original idea of Snow Week--primarily an effort to capitalize upon the natural winter sports which this part of the country has and to get greater winter sports participation by all students on campus.
- 5. Farm Campus: Mr. Tate, Farm Campus representative; reported Mr. Starr, a veteran, has now returned to resume his position as Farm Union Director which Doris Chapman Hartvig held for two years.Coffee Hours on Wednesdays and Dance Instruction on Fridays have come off very well.The Farm Board sponsored one very successful dance fall quarter, but student organizations have many activities which take up Friday and Saturday nights.
- 6. Executive Committee: Robert Kasper now has four unexcused absences, and the Board has requested he submit excuses or a reason why action should not be taken. Lyle Larson's excuse to sing at the Apollo Club concert was approved.Mr. Wright recommended the following appointments be approved:

- Movies.....Barb Ocken
- Informal Parties....Harvey Dow
- Dance Instruction...Burt Deason
- Arts.....Betsy Gould
- Finance Committee...Betsy Gould
- House Committee.....Mr. Carlson
- Public Relations....Harvey Dow

Motion ~~D-117~~ ~~X~~ E/28

Mr. Cole moved the above recommendations be approved. Passed.

7. Merit Committee: Miss Butts asked that the sponsorship reports and merit reports placed in p.o. boxes be completed as soon as possible.Helen Gonella will act as chairman of Sunday movies for winter quarter.Chairman for Record Lending Library Committee and Tournaments will be recommended at next meeting.

8. Public Relations:

Motion ~~D-118 X-129~~ E/29 X-121

Miss Keaveny moved Motion ~~D-118~~ be amended to read: The broadcast will be set-up on Tuesdays and Fridays, announcements to be made not more than a week in advance of events. Public Relations Committee will have right of editing. Broadcasts are open to organization sponsored events which are open to entire student body or events which are of an all-class nature. Passed.

9. Senior Dinner: Mr. Wright introduced Harriet Schaffer, representative of Senior Cabinet, who requested the Union subsidize with the Alumni Association for their dinner.

Motion ~~D-119 X-130~~ E/30

Mr. Dow moved the Senior class dinner be subsidized jointly with the alumni committee for 35¢ of 85¢ dinner, 50¢ balance paid by Seniors. The Cabinet will be contacted immediately for a chairman to serve with this committee. Passed.

10. Board Dinners: Mr. Wright presented a letter received from the All University Council requesting the Board not to have dinner meetings paid for by the Union. Mr. Higgins reviewed the original reasons for holding dinner meetings, and the matter was referred to the Executive Committee and any any faculty members interested.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

December 12, 1945

Members Absent: Mr. William S. Carlson, Mr. Laurence Lunden, Miss Saralou Mather, Miss Ruth Montgomery, Bob Kasper.

Miss Betsy Gould, new Board member, was welcomed into the organization by the president.

1. Director's Report: Mr. Higgins recommended a kiln be procured for the Art Crafts Shop. The kiln most suitable to Union purposes would be a size 11x11x14 at approximately \$379.00.

~~X-131 E131~~
Motion D-129: Miss Keaveny moved purchase of kiln be approved with the stipulation that final approval be given by the finance committee. Passed.

2. Program Consultant's Report: Christmas Sing was reported very successful as well as the Jamboree and the Semi-formal Dance.

3. Program Co-ordinating Committee: Suggestion was made that the big name band dance be held March 1st or 2nd. The Hobby Show will begin February 25th. Budgets of \$50.00 for the Terrace Room and \$50.00 for Hosteling were recommended. Sunday movies will begin next quarter with showings every other Sunday.

~~X-132 E132~~
Motion D-129: Mr. Dow moved that chairmanship for name band dance be referred to Merit Committee. Passed.

~~X-133 E133~~
Motion D-129: Miss Rehder moved that the date for the Hobby Show be approved for February 25, 1946. Passed.

~~X-134 E134~~
Motion D-129: Miss Dahlquist moved that budget of \$50.00 for the Terrace Room and \$50.00 for Hosteling be approved. Passed.

~~X-135 E135~~
Motion D-129: Miss Rehder moved that Sunday movies be approved at \$.14 admission, which includes tax. Passed.

4. Homecoming Report: Miss Young reported that the total profit for Homecoming was \$884.00; the total income being \$2,333.00 and the total expenses being \$3,117.00.
5. Christmas Sing: Mr. Larson reported a very successful sing and it was suggested that it be made an annual affair.

6. Merit Committee: Upon recommendation of the Merit Committee, the following action was taken:

~~Motion D-125~~ ^{E/136}: Miss Butts moved that two chairmen be appointed temporarily until the first board meeting for the next quarter. Definite appointment will be made by the Board at that time. Passed.

7. Leaders' Camp: Plans have been made for Leaders' Camp to be held at Glenwood the 1st, 2nd and 3rd of February with cost amounting to approximately \$15.00. After a discussion, it was decided to write to the council commenting on these factors:

- (a) Distance and expenses involved are excessive.
- (b) Do not deem it wise to subsidize cost of members' expenses in attending the camp.
- (c) Believe that the camp this year is drifting away from the original concept of leadership camps as is motivated primarily as a future leaders training session.
- (d) It was felt that the council should review the selective processes to secure a more completely representative group to attend.

8. Association of College Unions: The question of whether or not elections in April will interfere with our being host to the Association of College Unions was discussed and referred to the House Committee.

9. Lyle Larson's Resignation: The resignation of Lyle Larson, Board member, was presented to the Board.

~~Motion D-126~~ ^{E/137}: Mr. Johnson moved that letter of resignation from Lyle Larson be tabled and recommendation for action be made by the Executive Committee. Passed.

Respectfully submitted,

G. Ray Higgins
SECRETARY

REPORT TO UNION BOARD OF GOVERNORS

January 1, 1946

Fall Quarter Program

Prepared by Margaret Nelson, Program Consultant

This report combines the following sections:

- I Analysis of Program : Attendance Figures
- II Analysis of Program : Committee Activities
- III Analysis of Program : Summary Financial Statement
- IV Analysis of Student Participation in Committee Activities

ANALYSIS OF PROGRAM

Attendance Figures

I. General:

- A. Most activities had a larger number of people in attendance this quarter than last fall quarter. Several new regular programs have been added this fall, and several new special programs have been included in the fall's activities. With the exception of bridge parties and style shows as regular features and the Christmas party as a special feature, no programs have been dropped. Programs which have been approved by Board, but not put into effect are Toastmasters' Club and Men's Activities. These programs entail considerable organization and interest on the part of Program Consultants; and their slow organization seems to emphasize the need for a man Program Consultant. With an increase in male enrollment at the University comes an increase in the need for social and recreational experience geared more specifically to interests not presently included in the Union program.
- B. It is well to bear in mind while reading this report that some of the programs listed do not involve active participation on the part of people in attendance. Movies of all kinds, music hours, billiard and bowling demonstrations, book reviews, and exhibits involve active experience only on the part of the committee. Since these activities are included in the Union program, it is important to consider their importance as far as Committee activity is concerned.
- C. It is well to raise questions regarding the Union program in the light of these attendance figures:
1. What adjustments in the program need to be made in order to reach more of the 12,000 students on campus?
 2. What adjustments in the planning of programs need to be made in order to attract more students?
 3. To what extent is the Union program succeeding in reaching cultural, social and recreational needs of students who are not already participating in other campus activities?

II. Comparison of Attendance Figures - Fall, 1945 and Fall, 1944:

In general, an increase in attendance is observed in all activities this fall over last fall quarter. Most notable differences appear in these areas:

Regular Programs

Quarterback Sessions

Twilight Dances

Beginners' Lindy Dance Instruction

Saturday Night Dances

Music Hours

Book Review

Record Lending Library

Coffee Hours

Sings (note that a special Christmas Sing boosts this number by 1,200)

Special Programs

Freshman Twilight
Freshman Mixer
Homecoming Dance

There is a drop in figures for Variety Dance. Last year Variety Dance was held on Friday night, and this year on Wednesday. If we include Jamboree figures with Variety Dance, a rise in attendance results. Jamboree figures do not include those people bowling and playing pool.

No bridge parties were held this fall; the only style show this fall was held during the Freshman Open House; no Christmas party was planned; no talent classes were held.

It is well to keep in mind that, although 400-500 people attended football frolics and sings each week, actually only about one fourth of those attending participated. The same situation holds true for other activities.

III. Expansion in Program, Fall 1945 and Fall 1944: Programs present this fall and not present last fall include the following:

A. Regular Programs

1. Art Craft Workshop
2. Beginners' Smooth Dance Instruction
3. Square Dance and Instruction
4. Jamboree
5. Personal Development
6. Tournaments
7. Recreation Instruction
8. Exhibits
9. Splash Parties

Of these, all but Square Dance were inaugurated or revived winter or spring quarter of 1945.

B. Special Programs

1. President's Reception
2. Fifth Anniversary Open House

IV. Programs Which Are In Need of Intensive Work in Order to Improve and Thus Extend Their Appeal:

Twilight Dance
Square Dance
Jamboree
Saturday Night Dance
Personal Development
Bridge Instruction
Outings
Coffee Hours
Splash Parties
Talent Pool
Tournaments
Record Lending Library
Art Craft Workshop

In these areas it is important that Program Consultants take responsibility for more and better guidance and group work, as well as in the programs approved but not set up (Toastmaster Club, Men's Activities). With one program consultant rather than two as are provided for in employment specifications, it is impossible to answer every need adequately in the program as it exists. Furthermore, it is possible that the program needs to be expanded in the following areas:

Out-door Activities
Non-dancing Parties - Mixers, etc.
Talent Shows and Instruction
Student Art and Craft Exhibits
Summer Program, to include group participation and committee activity.

A crying need for better planning, better publicity, better activity programs is present. A new program is especially in need of publicity. With established programs, publicity does not seem so important as good program planning and execution. Program consultants need to be relieved of clerical duties, arrangements, and calling, which are time consuming duties, in order that they may devote more time to group work and guidance (see report to Merit Committee), and in order to devote effort to research, review, and evaluation.

There is considerable evidence to support the view that in certain areas there is a limited amount of group activity which can be performed by a committee. Of course a great deal depends upon the individual who is chairman and also upon the Program Consultants and their analyses of resources. However, it is true that Movies and Newsreels, Record Lending Library, Music Hours, and Dances present some problems regarding creative group planning. One of the most encouraging aspects of this specific problem is the fact that several aggressive chairmen have found more possibilities for program planning this year than last (e.g., selection of Monday Movies, promotion programs for Record Lending Library).

V. Summary and Recommendations:

- A. While the Union program seems to be meeting more needs and interests than it did a year ago, there are still many people whose interests are not reached. This may be due to:
1. Limited number and variety of activities.
 2. Inadequate program planning.
 3. Poorly organized and poorly motivated committee work.
- B. Committees face certain problems in effective work:
1. In some areas, insufficient opportunity for interesting and creative work.
 2. Insufficient motivation and interest on the part of chairmen in group action (see Merit Report).

C. Responsibility for facing these problems rests as follows:

1. On Union Board sponsors - in motivation and understanding of run-of-the-mill frustrations among chairmen under their sponsorship.
2. Program Coordinating Committee - in analysis and evaluation of Union program.
3. On the Merit Committee - in assisting to motivate and evaluate committee work and chairmen in the light of program and democratic group activity.
4. On Public Relations Committee - in assisting to promote committee activities.
5. On the Program Consultants - in motivation; guidance to committees regarding personnel and program planning; group work in order that Union program will be the product of democratic student activity; research regarding other student Union programs, other student activities on this campus and other campi, student interest and needs, review and evaluation of the Union program in the light of this research.

ATTENDANCE FIGURES TABULATION

<u>Regular Program</u>		Total Attendance	Average	Total Fall 1944
Monday Movies	(8)	1,970*	246*	1,709*
Beginners Smooth Dance Instruction	(10)	2,188	219	
Quarterback Session	(8)	2,484	311	1,222
Newsreels	(10)	1,725	173	1,880
Twilite Dance	(10)	3,561	356	3,127
Variety Dance	(10)	2,433	243	3,127
Sings	(7)	3,550*	507*	1,700*
Beginners Lindy Dance Instruction	(9)	2,282	254	854
Square Dance	(9)	335	37	
Janboree	(8)	1,860	233	74
Football Frolics	(7)	3,650*	521*	2,273*
Sat. Nite Dance	(9)	3,338	371	3,127
Music Hours	(22)	3,800*	173*	2,500*
Coffee Hours	(8)	844	106	40
Personal Development	(3)	95	32	
Bridge Instruction	(6)	424	71	
Outings		55		75
Splash Party		54		
Bridge Parties				102
Book Review		60		30
Record Lending		928 loans		309 loans
Exhibits		2,000*		
Tournaments				
Bridge		36		
Ping Pong		46		
Duplicate Bridge		123	28	
Cribbage		31		

Talent Classes		30
Art Craft Workshop		
Attendance	319	
Open House	80	
Recreation Instruction		
Bowling	50	
Billiards	500	
Style Show		350*
<u>Special Events</u>		
Graduate Banquet	175	
President's Reception	595	
Birthday Party	1,400*	
Homecoming Dance	2,437	2,246
Freshman Twilight	1,200*	600*
Freshman Open House	1,400*	1,200*
Christmas Party		40

ANALYSIS OF PROGRAM

Committee Activities

<u>Regular Committees</u>	No. of events planned	Planned events not carried through	Number of committee members active as reported by chair- men in Merit forms
Artcraft Workshop	1		18
Beginners' Lindy	9		8
Beginners' Smooth	10		
Charm, Inc.		1	10
Coffee Hour	9		8
Exhibits	3		5
Football Frolics	8		6
Hosteling	1		4
Jamboree			
Giltin	2		6
Glessner	2		5
Law	4		6
Library	1		7
Music Listening Hour	16		6
Newsreels	4		6
Noon Movies	8		4
Outings	1	1	6
Personal Development	4		8
Quarterback Session	9		
Record Lending Library	4		6
Recreation Instruction	9	1	7
Saturday Night Dance			
I Mc Nulty	3		5
II Caldwell	4		10
III Redeon	2		5
Sings	7		6
Splash Parties	1		4
Square Dancing	7		6
Talent Pool			4
Tournaments	5	1	4
Twilite	10		17
Variety	10		7
 <u>Special Committees</u>			
Birthday Party	1		5
Freshman Mixer	1		7
Homecoming Dance	1		7

ANALYSIS OF PROGRAM
 Summary Financial Statement - Union Program
 Fall Quarter, 1945
 prepared by Saralou Mather, Recreation Worker

Program	Profit	Loss
*Coffee Hours		\$ 89.19
Art Craft Workshop		
*Outing (Eatons)		36.84
*Freshman Mixer		113.09
*Tournaments		29.34
*Watchor Manor		27.02
*Recreation Instruction		74.80
Saturday Nite Dance	.61	
Football Frolics		49.92
Jamboree		65.69
Square Dance		98.18
Beginners' Lindy		2.76
Sing		57.15
Variety	35.66	
Twilite	157.48	
Newsreel		145.91
Beginners' Smooth		35.54
Quarterback	44.74	
Music Hour		69.56
Monday Movies		72.86
Record Lending Library		83.44
*Birthday Party		279.78
Splash Party		6.92
*Freshman Twilite		13.27
*Homecoming Dance	884.16	
Book Review		9.71
 Total	 <u>1122.65</u>	 <u>1370.46</u>
 Grand Total		 247.81

Social Programs

Coffee Hours	Jamboree	Birthday Party
Outing	Square Dance	Splash Party
Freshman Mixer	Beginners' Lindy	Freshman Twilite
Watchor Manor	Variety Dance	Homecoming Dance
Saturday Nite Dance	Twilite Dance	
Football Frolics	Beginners' Smooth	

Social - Profit \$ + 231.71

Recreation

Tournaments	Recreation Instruction
Sing	Quarterback

Recreation - Loss - 82.70

Cultural

Art Craft Workshop	Monday Movies
Newsreel	Record Lending Library
Music Hour	Book Review

Cultural - Loss

Program

Net cost per student
per program

*Coffee Hours	\$-.11
Art Craft Workshop	
*Outing	-.67
*Freshman Mixer	-.08
*Tournaments	-.12
*Watchor Manor	-.28
*Recreation Instruction	-.18
Saturday Nite Dance	.00
Football Frolics	-.02
Jamboree	-.04
Square Dance	-.29
Beginners' Lindy	-.07
Sing	-.02
Variety	.01
Twilite	.04
Newsreel	-.08
Beginners' Smooth	-.02
Quarterback Sessions	.02
Music Hour	-.02
Noon Movies	-.03
Record Lending Library	-.53
*Birthday Party	-.20
*Splash Party	-.13
*Freshman Twilite	-.01
*Homecoming Dance	.36
*Book Review (Library)	-.16

ANALYSIS OF STUDENT PARTICIPATION IN COMMITTEE ACTIVITY
January 1, 1946

I-Description and Purpose of Study

The purpose of this study is to determine the extent to which people who file (or volunteer) for Union committees are contacted by chairmen and included as members of committees in their activities.

To accomplish this purpose, people whose names were entered on filing sheets were called or written and asked to stop in at the Program Consultant's office for a short interview. As the quarter drew to a close, it was necessary to conduct a few of these interviews over the telephone. No doubt that arrangement reduced the interviews' effectiveness to the individuals; but it was the only possible way to obtain information. The attached copy indicates the type of questions asked. Besides information regarding the interviewee's telephone number and address, the following questions were considered to be the most important:

- 1-Were you contacted by a chairman?
- 2-What committee were you on?
- 3-What were your duties and responsibilities?
- 4-Did you attend committee meetings?
- 5-Do you want to stay on the same committee?

With some of the questions, some interpretation was made by the person doing the interviewing. In regard to "What was the most valuable aspect of committee work?" it was necessary to suggest possible values derived, such as: making new friends; learning how to do things; gaining poise in social situations; learning about art, literature, music, dancing, etc.

In regard to the question, "Do you have suggestions for improving the activities of the committee?" the alternative was given by the person interviewing, "Perhaps you have made these or will make them to the chairman."

I N T E R V I E W F O R M

COMMITTEE MEMBERS' PROGRESS IN UNION ACTIVITIES

Name _____ Phone No. _____

Address _____ P. O. _____

Date of Interview _____ Committee Served On _____

Length of Service on Committee _____ months

What were your duties and responsibilities on this committee?

Were you able to carry these duties through? _____ What difficulties did
you encounter? _____

What was the strongest feature of your committee work? _____

Weakest? _____
(This refers not to program but to actual committee activities.)

Do you have suggestions for improving the activities of the committee?

Program _____

Committee Organization _____

Other _____

Would you like to continue on the same committee? _____

Are you interested in other committee? _____ Which? _____

Did you attend committee meetings? _____ How Many? _____

Signature of Person Interviewing

II-Tabulation of Results

In order to call people who filed, records as of Nov. 15 were consulted. Since Nov. 15, a considerable number of students have filed, who will be interviewed next quarter.

All committees were represented, although only cursory analysis could be made of certain committees, due to faulty or incomplete records:

Freshman Mixer

Birthday Party

Homecoming Dance

The house committees were not contacted, but will be next quarter.

Since Dec. 15, merit reports have been turned in for 49 students who apparently were active on committees, but never filed. As a result, no contact could be made for those people, but it will be made next quarter.

Total number of people filing (as of Dec. 1, 1945)	206
Total number interviewed	196
Total number of satisfactory committee assignments	107
Total number of students contacted by chairmen but no longer interested in committee, due to heavy schedule, other activities, etc.	5
Total number of students who filed and were contacted but are no longer in school.	3
Total number of students contacted but whose schedules conflict necessitating change in assignment.	22
Total number of students who were contacted late, or inadequately, by a chairman.	19
Total number of students who filed and were not contacted by a chairman.	28
Total number of students working on committees not filed or interviewed	49
Total number of students who could not be reached for an interview	10
Tabulation: Comments regarding values received from committee activity:	
Meeting new people	45
Learned specific techniques	21
Making friends	19
Group experience	7
Having a good time	7
Gained self-assurance (poise)	6
Learned how Union functions	6
Assuming responsibility	4
Had chance to work on special interest	3
Learning to know campus	1
Had a chance to get into activities	1
Learned how to understand campus activities	1
Possibilities for the future	1

Tabulation: Comments re improvement of committee organization:

Need of closer contacts and co-operation between chairman and committee members	14
Too many on committee; too little to do	2
Need of a larger committee	1
Committee should take on more responsibility	1

Tabulation: Comments re improvement of program:

Specific additions to present programs	16
More publicity	4
Better general planning to co-ordinate programs with needs of students	10
No chance of committee judgment <u>re</u> tournaments	1
Titles of program not to "snappy"	1

III-Summary and Conclusions

A Because of several inadequacies in records and interviews, it is not possible to draw very sweeping conclusions. Inaccuracies may result from:

1. Filing sheets not present for some committee workers.
2. Late selection of several chairmen.
3. Lack of privacy during interviews.
4. Variations in tone, implications, etc. of the person interviewing.
5. Hastiness of interviews, particularly those conducted over the telephone.
6. "Human" factors - Reluctance on the part of a committee worker to "let a chairman down" by implying any inadequacies on the part of the chairman; "gripes" against the chairman; general behavior and attitudes of a negative type, on the part of the person being interviewed.

B With these factors in mind, from the above data we may draw the following conclusions:

1. Committee chairmen need continuous guidance regarding personnel aspects of their committee work.
 - a. They need to be motivated toward including people on their committees, as is evidenced by the 28 who filed and were never contacted.
 - b. Committee chairmen need to understand the importance of group motivation and group decisions, in terms of drawing all members

into discussions and activities. This is evidenced by 19 who, although they were eventually called, never had a satisfying (to them) committee experience. Taking into account individuals whose attitudes are negative, we still see a need for the chairmen to find a way in which all individuals may be incorporated into a group.

2. The 22 people whose conflicts in schedule made it impossible for them to be active on the committee of their choice indicate the necessity for reassigning people to new committees when the present assignment is unsatisfactory.
3. The above data, taking into account factors which are mentioned above as variables, seems to indicate conclusively that constant and continuous staff contact needs to be made in order that we will be sure that all people filing for committees have an opportunity for sharing in planning Union activities. In view of the need for follow-up, the following steps should be taken:
 - a. Records of students filing and merit records must be kept up-to-date.
 - b. Immediately after a student has filed, not only should a chairman be informed, but also a follow-up should be made within two weeks, if possible, to make certain that the student was included on the committee.
 - c. Constant and continuous guidance of chairman on the part of the Merit committee and the Program consultant needs to be made in order that chairmen will see the importance of having committees participate and of practical ways in which people may be included.
4. If we accept the assumption that it is the Union Board's responsibility to open its program and its planning to all students interested, then it is the Union Board's responsibility to see that everyone interested has an opportunity to share in planning. Merit committee representative of the Board needs to take this philosophy into consideration in selection of chairmen and in evaluation of the Merit Committee's effectiveness.

Union Board Minutes

January 9, 1946

Members Absent: Mr. William S. Carlson, Sherman Cole, Donna Dalquist, Mr. William S. Gibson, Mr. Theron Johnson, Robert Kasper, Mr. Laurence Lunden, Miss Ruth Montgomery, William Tate.

1. Director's Report: Because of the terrific building traffic, the Union will have to utilize a larger degree of its space. Food service lines are blocking corridors and must be controlled. Utilization of the building by student organizations is not as great as was anticipated. Mr. Higgins is leaving Monday to attend the Association of College Union Directors' meeting in Chicago. He will present a bid to have their convention at the University of Minnesota in April. Requests have been received for painting or washing of walls in student offices. Because of shortage of skilled help, the Union has been unable to have this done. Redecorating will also wait until such time as labor and materials are available.
2. Program Consultant's Report: Miss Nelson reviewed her report on the Fall Quarter program. Copies will be presented to committee chairmen and reviewed by sponsors.
3. Executive Committee: The Executive Committee recommended the resignations of Lyle Larson and Donna Dalquist be accepted with regrets.

~~X-138~~ ^{E138}
Motion D-137: Miss Butts moved the recommendation be approved.
Passed.

~~X-139~~ ^{E139}
Motion D-138: Miss Keaveny moved Betsy Gould be given House Committee chairmanship, leaving Arts sponsorship vacant.
Passed.

The Executive Committee recommended the short-term vacancy not be filled until election; and because Bob Kasper has not attempted to explain about his unexcused absences, he he asked to resign.

~~D-139~~ ^{E140}
Motion D-139: Miss Young moved the matter of vacancies be tabled until the resignation from Bob Kasper has been received. Passed.

Mr. Wright remarked that eleven out of the original fifteen Board members remain, in spite of the fact that seven resignations have been acted upon. He strongly urged that the nominating committee investigate this situation and make recommendations based on its findings. Mr. Wright re-read a letter received from All-U Council requesting

Union Board Minutes

January 30, 1946

Members Absent: Mr. William S. Carlson, Mr. William S. Gibson, Mr. Theron Johnson, Mr. Laurence Lunden, Miss Ruth Montgomery.

1. Director's Report: Mr. Higgins reviewed the Report on Union Building and Furniture Maintenance Problems and recommendations of the Director which was presented to the last Board.....The Board agreed with his proposal to secure an assistant to the Director and an additional social hostess.
2. Program Consultant's Report: A smoker will be planned for next month by the Men's Committee.....Executive Committee will decide on remaining sponsorships next week.
3. Cabinet Representative: Miss Shirley Cedarleaf was very enthusiastic about the idea of inviting Cabinet members to Board meetings.
4. Program Co-ordinating Committee: Symphony will be broadcast on Sunday in the Main Lounge; movies will be shown every Sunday, if possible; and Billiard Room, Bowling Alley, and Game Room will be open.....A three-hour showing of the Newsreel will be tried next week, time to be extended permanently if successful.....The Hobby Show will be postponed until April 29, providing a good chairman can be found by that time.....The committee recommends that a part-time staff person be hired for approximately 10 hours per week to do teaching and coaching for the Talent Pool..Dates for the "Donna Mae" excursions are June 14 and 28, July 12, August 9 and 23.

~~Motion D-153 X-164~~ E164

Miss Keaveny moved the Program Co-ordinating Committee's report be approved. Passed.

5. Snow Week: Mr. Dow reported 5,000 buttons were sold, and both Sno-Ball and Caravan were very successful. Coronation of snow queen was held at the dance because of the very cold weather.

~~Motion D-154 X-165~~ E165

Miss Young moved the Snow Week advisory committee undertake an evaluation discussion of Snow Week. Passed.

6. Merit Committee: The following were interviewed as candidates for the vacancy on Union Board: John Richter, Herman Sittard, Jack Wiersma, Glen Mingo. Elected to the long-term vacancy was John Richter.

~~Motion D-155~~ E166

Motion was made that the two remaining vacancies be filled next week because of change in ratio. Passed.

Miss Butts announced that no chairman has been appointed as yet for **Mardi** Gras Dance. Filing will be re-opened.

7. Public Relations Committee: Possible duties of the committee, with Gerry Stoner as chairman, were discussed. Plus any new assignments regarding the Association of College Unions conference, the committee will address envelopes; fold, stuff, and compile weekly Newsletters.

~~Motion D-156~~ ~~X 167~~ E 167

Motion was made that Miss Keaveny's report be approved. Passed.

8. House Committee:

~~Motion D-157~~ ~~X 168~~ E 168

Miss Young moved 226 and 227 be assigned to the Veterans' Club. Passed.

~~Motion D-158~~ ~~————~~ E 169

Mr. Cole moved use of Ballroom for dinners be restricted to any B group except by special consideration; group A be restricted to any Monday, Tuesday, or Thursday night; and rental charge of Junior Ballroom be waived for Union programs if cancelled because Ballroom is used for dinner. Passed.

9. Association Convention: Assignments for Board members will be posted in Board office.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

Feb. 6, 1946

Members Absent: Mr. William S. Gibson, Mr. William S. Carlson,
Miss Ruth Montgomery, Bill Tate

John Richter, newly appointed member, was welcomed to the Board by the president.

Miss Mary Youngdahl, Union Cabinet member, was introduced by the president.

1. Financial Report: Sherman Cole read and reviewed the financial report, covering the period July 1, 1945, to December 31, 1945.

~~X-170~~ E170
Motion D-159: Miss Keaveny moved that the financial report be approved and that an informal financial report be given each quarter. Passed.

2. Director's Report: Mr. Higgins reported that Don Collogan is now on duty at night and Sundays as Supervisor. A total of 600 individuals were counted in the Union on Sunday afternoon, February 3. Sunday movies show a low attendance and it was suggested that the Program Co-ordinating Committee look into the matter. Two major banquets, Panhell, February 25th, and the Business School Banquet, February 28th, which will interfere with our regular activities of those dates, are scheduled for this month.

3. Interviews for Board Vacancy: Interviewed were Raymond Tarleton and Art Glaesner. Qualifications of last week's candidates, Glen Mingo, Herman Sittard and Jack Wiersma, were reviewed. Elected to the long term appointment was Jack Wiersma and to the short term appointment; Herman Sittard.

~~X-174~~ E171
Motion D-160: Mr. Cole moved the Executive Committee be given power to make tentative sponsorship appointments until the sponsorship has been investigated and ratified at the next meeting.

4. Merit Committee: Upon recommendation by the Merit Committee, the following action was taken:

~~X-172~~ E172
Motion D-161: Miss Butts moved that Mary Lois Johnson be appointed to chairmanship of Exhibits committee. Passed.

~~X-173~~ E173
Motion D-162: Mr. Cole moved that Donna Bartley be appointed to chairmanship of open house during the convention in April. Passed.

~~X-174~~ E174
Motion D-163: Mr. Cole moved that the date for the Merit Dinner be set for February 26th and that the duties be distributed among the various committees.

~~X-175~~ E175
Motion D-164: Mr. Theron Johnson moved that an appropriate committee be established for the appointment of Board members and that such be written in the by-laws, establishing a procedure which might be used all over the campus. Ammended by Sherman Cole to the effect that the Executive Committee consider the matter and make definite suggestions. Passed.

5. Program Consultant's Report: Interviews for committee members and Chairmen are still being carried on. A survey was made following Snow Week which determined that 16 out of 34 committees are in good standing. Dancing class reported as being very successful and plans for the organization of another at the beginning of Spring quarter are being made.

6. Name Band Dance: Miss Young reported that as yet no name band has been obtained.

~~X-176~~ E176
Motion D-165: Miss Young moved that, unless a big name band can be obtained, two local orchestras be hired and the Mardi Gras theme be played up instead. Amended to the effect that the fact that a big name band was unobtainable and that we still intend to feature a name band each quarter should be publicized. Passed.

7. Program Co-ordinating Committee: Open house during the convention was discussed. Definite plans are being made for a coffee hour in the Main lounge on Friday, April 12.

~~X-177~~ E177
Motion D-166: Mr. Dow moved that the Program Co-ordinating Committee's request for a budget of \$50.00 for food, refreshments and movie for men's smoker be approved. Passed.

~~X-178~~ E178
Motion D-167: Mr. Richter moved that one of the meetings at the convention be an open meeting so far as agenda goes. Passed.

Letter from Lorraine Hill was read (with respect to the use of the Main ballroom from 3:30 to 5:00 on Thursday, Feb. 14).

~~X-179~~ E179
Motion D-168: Mr. Dow moved that we offer this group the use of the Ballroom at the noon hour on Thursday, February 14, from 12:30 to 1:30 and that a letter be written to them explaining that our program has been set up for that date and that requests for the use of the Ballroom should be made further in advance in the future. Passed.

~~X-180~~ E180
Motion D-169: Mr. Cole moved that the regular Union events scheduled for February 25 and 28 be moved to accomodate the Panhell banquet and the Business School banquet to be held on those dates, respectively. Passed.

8. Public Relations: Upon recommendation by the Public Relations Committee, the following action was taken:

~~X-181~~ E181
Motion D-170: Miss Young moved that Public Relations Committee's request for a budget of \$70.00 per quarter, to cover publicity,

be approved.

9. House Committee: It was recommended that new lighting fixtures be obtained for the balcony. It was also recommended that the Union be closed on Sundays during vacation and on University holidays.

~~Motion D-171~~ ^{E 182}: Miss Gould moved that the Union be closed on Sundays during vacation and on University holidays. Passed.

~~Motion D-172~~ ^{E 183}: Miss Rehder moved that, if possible, new lights be obtained for the balcony. Passed.

The Union Board was invited to the home of Theron Johnson after the meeting on Wednesday, February 20.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

G. Ray Higgins
DIRECTOR

UNION BOARD MINUTES

February 13, 1946

Members Absent: Genevieve Butts, Mr. William S. Carlson, Mr. William S. Gibson, Mr. Theron Johnson, Mr. Lawrence Lunden, Miss Ruth Montgomery, William Tate

Cabinet Representative: Janet Millea

1. Correction of February 6 Minutes: Motion D-161 should be changed to read Marion Johnson appointed chairman of Exhibits Committee.
2. Director's Report: Approximately three hundred people used Union facilities on Sunday, about same number as the previous week.....Mr. Higgins informed the Board that Union activities in the Ballroom will be interrupted on April 23, 24, and 25 because of President Morrill's inauguration.

Motion D-173 X-184 E 184

Miss Keaveny moved the Public Relations Committee be delegated to draft a letter to Dean Blegen offering co-operation of the Union at this time. Passed.

A letter was received from the Veterans' Club expressing appreciation for additional office space.

3. Program Consultant's Report: Miss Nelson presented explanations of committee chairmen who resigned.....Movie committees will be referred to Program Co-ordinating Committee for reorganization. Although many of the chairmen were leaving due to personal reasons, it is apparent that additional efforts need to be taken to improve chairmen's relations with the Staff and Board members.

4. Executive Committee:

Motion D-174 X-185 E 185

Miss Ocken moved the Board set-up some permanent basis for interviews of Board candidates, to be recommended by Executive Committee. Passed.

Motion D-175 X-186 E 186

Mr. Wright moved the following appointments be approved: John Richter, Arts sponsorship; Jack Wiersma, Music sponsorship; Herman Sittard, Afternoon Dances and Men's sponsorships; John Richter, Finance Committee; Jack Wiersma and Herman Sittard, House Committee. Passed.

5. Association Conference: Mr. Wright presented a letter listing possible discussion topics which will be sent to convention delegates. Two sessions will be based upon tabulation of replies.

Motion D-176 X-187 E 187

Miss Wildung moved the letter be approved. Passed.

January 9, 1946

the Board discontinue paying for student members' dinners at Board meetings and submitted a reply, outlining the reasons for the practice.

~~X-141~~ E 141
Motion D-139: Miss Young moved the Board approve the letter as is. Passed.

4. Program Co-ordinating Committee: After Program Co-ordinating Committee's recommendation, the following motions were approved.

~~X-142~~ E 142
Motion D-140: Miss Rehder moved the Board accept the recommendation, to alternate Square Dancing Friday afternoons and evenings. Passed.

~~X-143~~ E 143
Motion D-132: Miss Wildung moved the ticket booth on ground floor be used for selling tickets at large Union dances and events. Passed.

~~X-144~~ E 144
Motion D-133: Miss Rehder moved an orchestra be hired for all Wednesday Twilites because of increasing attendance at these dances.

5. Snow Week: Mr. Dow reported the following calendar of events for Snow Week: (Tentative)
- Sunday; Preliminary Elimination of King and Queen.
 - Monday; Broom Ball Game
 - Tuesday; Final elimination, W.A.A. Tobaggon Party, Snolite, Sleighride.
 - Wednesday; Skating Party
 - Thursday; Dog Sled Race, Tug of War, Snow Shoe Race.
 - Friday; Ice Follies, Coronation, Torchlight Parade, Dance
 - Saturday; Foresters' Day
 - Sunday; Snow train, Delano, Minn.

Buttons will be sold on a competitive basis. "Life" magazine has indicated a desire to cover Snow Week. Other publicity will include "Quiz of the Twin Cities", downtown newspapers, sports announcers, window display at Cranes, "Friendly Time".

6. Public Relations: Miss Keaveny invited Board members to the Open House on Friday night which will be free to new students.
7. House Committee: The Veterans' Club has asked permission to hold a St. Valentines Dance in the Union on Friday, February 14. No action was taken.

January 9, 1946

8. Merit Committee: Miss Butts announced chairmen had been interviewed, and recommended quarterly reports for them be discontinued. She suggested sponsors be given definite responsibility for orientating new chairmen. Filing for chairmen of Record Lending Library, Toastmasters, Men's, and Tournaments committees has opened.
9. Blanket Reservation:
~~X 144~~ E 145
Motion B-134: Miss Wildung moved the request for Zeta Phi Eta's blanket reservation be granted because it was at an hour when the room reservations aren't numerous. Passed.
10. Newsreels: Attendance at Newsreels was up considerably.
11. Quarterback Sessions: Many veterans are interested in seeing pictures of the football games which they missed. Referred to Program Co-ordinating Committee.

Respectfully submitted,

G. Ray Higgins

SECRETARY

Union Board Minutes

January 16, 1946

Members Absent: Mr. William S. Carlson, Mr. William S. Gibson, Mr. Laurence Lunden, Mr. G. Ray Higgins, Robert Kasper.

Mr. Gordon Starr, Director of the Farm Union, and Robert Beebe, President of the Farm Union Board of Directors, were introduced by the president.

Phyllis Bock, of the Union Cabinet, invited the Union Board to the next Cabinet meeting.

It was announced by the president that Mr. G. Ray Higgins, Secretary of the Board, was attending the Association of College Unions meeting in Chicago this week.

1. Program Consultant's Report: Miss Nelson reminded the Board that it is necessary to start booking the Donna Mae if we are to receive preference. The possibility of having a party aboard the Donna Mae was presented and referred to the Merit Committee. Booking of the Donna Mae was referred to the Program Co-ordinating Committee. The Union Board of Governors has agreed to pay \$42.00 to the Delta Phi Delta in return for services rendered in the Coffman Union Art Crafts Shop.
2. Public Relations Committee Report: The Gopher copy was discussed at the last meeting of the committee and results were very satisfactory. Public Relations pamphlets are being distributed to the Veterans and new students. A letter, together with pamphlets, are being sent to all organizations. Committee recommends that chairmen of standing committees appear before Cabinet to explain what that particular committee does.

~~X-146 E146~~
Motion B-135: Mr. Cole moved that Public Relations Committee's report be approved with the stipulation that chairmen of standing committees get together to plan their presentations to the Cabinet, beforehand, to save repetition.

3. Merit Committee Report: The committee recommended that Gerry Stoner be appointed chairman of Publicity Committee under Public Relations. Mary Tripp was recommended for chairman of Record Lending Library. February 26, 1946, was recommended as the date for the Merit Dinner at which time merit awards will be presented.

~~X-147 E147~~
Motion D-136: Miss Rehder moved that Mary Tripp and Gerry Stoner be appointed for Record Lending Library and Publicity Committee Chairmen, respectively.

~~X-148~~ E148
Motion D-137: Mr. Low moved that February 26, 1946, be approved as the date for the Merit Dinner.

~~X-149~~ E149
Motion D-138: Upon recommendation by the Merit Committee, Miss Young moved that a special chairman for the Name Band Dance be chosen by filing.

The Merit Committee recommended that filing for new Board member be postponed until written resignation from Bob Kasper is received. Approved.

4. Program Co-ordinating Committee Report: Upon recommendation by the committee, the following action was taken:

~~X-150~~ E150
Motion D-139: Miss Rehder moved that the Talent Show be held April 12, 1946, to comply with Open House.

~~X-151~~ E151
Motion D-140: Miss Keaveny moved that the Spring Sing be held May 25, 1946, or, in case of bad weather, on May 31st.

The problem of getting more men active in the program of the Union was discussed and suggestions were made. No action was taken.

5. Snow Week: Harvey Dow reported that the following points were agreed to at the combined Snow Week-Foresters' Day meeting, held Monday, January 14, 1946:

1. The expenses of Foresters' Day are to be underwritten by the Snow Week Committee to the maximum of \$200.00.
2. If, after receiving the \$200.00 from Snow Week, Foresters' Day clears a net profit of more than \$200.00, the increment over \$200.00 is to be divided equally between Snow week and Foresters' Day.
3. It is to be recommended to the Union board that the rental charge of \$25.00 for the Main Ballroom be waived in special case of the Foresters' Day Dance.

It is to be explained that the reasons for the merger of Foresters' Day with Snow Week was due to the mistake by the Snow Week Committee in choosing the official Foresters' Day theme, "Paul Bunyan", for the Snow Week buttons.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

G. Ray Higgins
SECRETARY

Union Board Meeting

January 23, 1946

Members Absent: Mr. Laurence Lunden, Miss Ruth Montgomery, William Tate, Ruth Woolverton

Guests Present: Mrs. Mary DeLapp, first Union Program Consultant, and Donna Barkley, president of Union Cabinet of Chairmen

1. Director's Report: The Association of College Union directors decided the convention would be held at the University of Minnesota on April 11, 12, and 13. Mr. Higgins asked the Board to appoint a student chairman for the convention. Mr. Wright, as Union Board president, will serve in this capacity. The Director outlined a tentative program for the convention as follows:
Wednesday nite - delegates arrive.
Thursday - registration in morning, orientation at 10:30, welcome followed by tour of building, business session, informal dinner at 6:00, informal social evening.
Friday - three sections having two sessions in the morning, luncheon discussion groups at noon, three sections in afternoon; dinner with address by Chancellor Morrill, Union open house.
Saturday - Talk by Dean Williamson, discussion of present major problem of Unions--veterans, business meeting, convention terminated in afternoon. There are now 77 members in Association of College Unions, and 25-30 prospective members which may join in a short time. At the meeting, re-establishment of intercollegiate tournaments for chess, billiards, etc. was discussed. Changes in official bulletin and membership dues were also discussed.
2. Program Consultant's Report: Six new programs in the Union during the past week were: Bowling, chess, and bridge instruction; grooming clinic and style show; Sunday movies; and a special Tuesday afternoon movie. All programs now have large attendance except Sunday movies.
3. Executive Committee: Following Bob Kasper's resignation, filing for Board vacancy was opened. Mary Jane Rehder, Arts; Barbara Ocken, Afternoon Dances; Ann Young, Music, were temporary appointments made by the Executive Committee. Doris Wildung and Harvey Dow were appointed to the House Committee.
4. Program Co-ordinating Committee:

Motion ~~B-141 X-152~~ ~~E-152~~

Miss Rehder moved that informal coffee hours be given on Friday afternoons at 3:30, starting February 1, with mixing as the chairman may see fit. Passed.

~~X-153~~ E 153
 Motion ~~D-142~~

Mr. Dow moved the Outings Committee have an \$80 subsidy for their budget. Passed.

Motion ~~D-143~~ ~~X-154~~ E 154

Mr. Deason moved a dance instruction class be organized for 20 men and 20 women starting Tuesday, January 29, with four two-hour sessions at \$1.50 per person. Passed.

Motion ~~D-144~~ ~~X-155~~ E 155

Miss Young moved \$15 over the minimum budget for each Saturday Nite Dance be allowed, this amount not to be accumulated. Passed.

5. Merit Committee:

Motion ~~D-145~~ ~~X-156~~ E 156

Miss Butts moved the following appointments be approved. Evelyn Lundquist, tournaments; John Grill, Toastmasters; Jerry Kennedy, All-Men's committee. Passed.

Motion ~~D-146~~ ~~X-157~~ E 157

Mr. Deason moved appointment of Mardi Gras chairman be delayed until more candidates are available. Passed.

Motion ~~D-147~~ ~~X-158~~ E 158

Miss Gould moved Stephen O'Leary be appointed chairman of Saturday Night Dance Committee III. Passed.

6. House Committee:

Motion ~~D-148~~ ~~X-159~~ E 159

Miss Gould moved the Union be open to students on Sundays starting first Sunday in February. Activities would consist of bowling, billiards, symphony broadcast in Main Lounge, game room opened, and movies every other Sunday. Passed.

Motion ~~D-149~~ ~~X-160~~ E 160

Miss Gould moved Rooms 226 and 227 be assigned to the Veterans' Club and the Minnesota Foundaion share offices with the All-U Council, unless the Council should offer strong objections to the above proposal. Passed.

Motion ~~D-150~~ ~~X-161~~ E 161

Mr. Deason moved the following reservations for the YWCA be granted: Monday, Room 346 at 3:30; Tuesday, Room 346 at 12:30; Tuesday, Room 321 at 4:30. Passed.

Motion ~~D-151~~ ~~X-162~~ E 162

Miss Gould moved conference rooms be open to discussion groups in relation to educational curriculum mornings 8:30-11:30 for the balance of winter quarter. Passed.

7. Public Relations Committee: Miss Keaveny reported a budget for this committee is being prepared to cover expenses for Newsletters, mailing fees, photo lab, etc. She will prepare the letter asking Association representatives to submit discussion matter.

Motion ~~D-152~~ ~~X-163~~ E 163

Mr. Cole moved Miss Keaveny's report be approved. Passed.

8. Dinner Meetings: Mr. Wright read a letter received from the All-U Council acknowledging receipt of their letter explaining reasons for dinner meetings.

9. Cabinet Report; Miss Barkley suggested various Board sponsors attend Cabinet meetings at intervals, as many chairmen are uncertain as to the Cabinet's relation to the Board and objectives of the Union.

Respectfully submitted,

G. Ray Higgins

SECRETARY

6. Public Relations Committee: Miss Keaveny asked the Board's opinion of sending Merit Dinner invitations on gold cards.....The possibility of having a Union article regarding the Association convention in the Technolog is being checked.....A thank-you note was sent to Perry Copeland, expressing the Board's appreciation to him and his committee for their work on Show Week.

Motion D-177 X ~~180~~ E 188

Moved that the Public Relations Committee's report be approved.
Passed.

7. Program Co-ordinating Committee:

Motion D-178 X ~~182~~ E 189

Miss Rehder moved the Record Lending Library be given \$112.00 for new records and replacements. Passed.

Motion D-179 X ~~180~~ E 190

Miss Rehder moved a budget of \$375.00 be approved for the Mardi Gras dance, and the Program Co-ordinating Committee be given permission to request the dance be held until 1 p.m. Passed.

Bud Strawn and the Esquires are the two bands which have been contracted for the above dance,

Motion D-180 X ~~181~~ E 191

Miss Young moved the Saturday Nite Dance remain in the Ballroom and orchestras be booked through May 18. Passed.

8. House Committee:

Motion D-181 X ~~182~~ E 192

Miss Gould moved that no smoking be permitted in the Ballroom or Annex, except when set-up in cabaret style or for a banquet when ashtrays are provided. Passed.

Miss Gould recommended Rooms 343-4-5 be used by committees for noon meetings where they could eat bag lunches.

Motion D-182 X ~~183~~ E 193

Mr. Deason moved the House Committee contact Mr. Felber again and definitely arrive at some provision for eating bag lunches in a meeting room. Passed.

9. Merit Dinner:

Motion D-183 X ~~184~~ E 194

Miss Wildung moved the recognition dinner be held in the Campus Club on February 27, if possible, otherwise arrangements will be made by Mr. Higgins and Mr. Wright. Passed.

Motion D-184 X ~~185~~ E 195

Miss Young moved the Merit dinner be a dessert dinner starting at 7:00 p.m. Passed.

A tentative program was submitted by Sherm Cole.

10. Name Band:

Motion D-185 X ~~186~~ E 196

Miss Young moved Stan Kenton be contracted for an exclusive twin-cities engagement on May 18 at \$2,000.00. Passed.

Respectfully submitted,

G. Ray Higgins

SECRETARY

UNION BOARD MINUTES

February 20, 1946

Members Absent: Mr. William S. Carlson, Mr. William S. Gibson, Mr. Laurence Lunden.

Cabinet Representative: Virginia Caldwell

1. Director's Report: Mr. Higgins reported that information required to send to potential delegates to Conference in April was mailed February 19. Expect landslide response. Six enthusiastic replies to letter previously sent to colleges in surrounding states have been received. Sunday attendance at the Union increased over last week--majority interested in bowling alleys and billiard room. Painters now in the building; job to be finished well before the Conference. Lights to be installed within ten days.
2. Program Consultant's Report: Virginia Caldwell was called upon--Cabinet will continue to have one dinner meeting and one bag lunch meeting per month. After inquiry, it was decided that \$.85 was a fair price for dinner. Work on Convention is started. Attendance at meetings is falling off--weekly meetings recommended to be pursued to maintain interest.

Miss Nelson reported notable increase in attendance at some activities, decrease in others, for the first two weeks in February as compared with the same period last year.

3. Program Co-ordinating Committee:

Motion D-186 X-194 E197

Mr. Wright moved that the Open House Budget be approved at a maximum of \$265. Passed.

Motion D-187 X-195 E198

It was moved that the Charm Style Snow and scheduled Dance be combined on March 5 in the Ballroom, to be checked with the Chairmen for approval. Passed.

Motion D-188 X-196 E199

Mr. Wright moved that Room 231 be used for practice room for piano class students, the continuance of this practice to depend on use made of it. Passed.

Hours for above, to be brought up with House Committee, were suggested as follows: Mon., Wed., Fri., Sat., from 8:30 to 11:30, Tues., Thurs., from 8:30 to 10:30, Sat. afternoons.

4. Merit Committee Report: It was suggested that Chairmen be consulted to suggest recommendations for merit.

Motion D-189 ~~X 200 E 200~~

Miss Rehder moved that Barbara Reis be appointed to Music Listening Hour. Passed.

5. Public Relations Committee: Miss Keaveny reported that the Publicity Committee is being loaded with work on Open House. Invitations for Recognition Dinner are expected back within a week.

Motion D-190 ~~X 201 E 201~~

It was moved that a Committee give Cherry Cedarleaf assistance on plans for President Morrill's Inauguration Ceremony. Passed.

6. Snow Week: Mr. Dow reported that a profit of \$333.42 was made on Snow Week, and recommended that it be carried over till next year. Mr. Higgins recommended that in the future, counseling and advising for Snow Week be centered more in the Union and that the merit system be the basis for selection of Chairmen, committee heads and members. Mr. Johnson recommended that Snow Week be sponsored entirely by the Union Board, all policy to be voted on by the Board upon the recommendation of Chairman of Snow Week.

Motion D-191 ~~X 202 E 202~~

It was moved that the above report be approved. Passed.

7. Farm Campus: Mr. Tate announced a Variety Show at the Farm Campus to which all Board members and Main Campus people are invited. There is to be an Open House following a concert by the University Band. Movies started about five weeks ago were discontinued because of lack of interest. The Board has been working on the by-laws.
8. Alumni Dinner: Mr. Wright suggested that the Union help support the traditional dinner for graduating students.

Motion D-192 ~~X 203 E 203~~

Mr. Wright moved that the Union partially subsidize the Alumni Dinner for Graduating Students. Passed.

9. House Committee: Miss Gould recommended certain criteria for judging organizations requesting office space in the Coffman Union, as follows: Number of active members, number of committee meetings to be held, nature of group, specific amount of work to be done by the organization. Mr. Higgins recommended that space be given to organizations making most actual use of it.

Motion D-193 ~~X 204 E 204~~

It was moved that the above criteria be approved and that a meeting with the organizations be authorized. Passed.

10. Liaison Meeting: To be held on February 25 in Room 121-- all Board members are invited to attend. Mr. Johnson was requested to be present in the absence of Dean Carlson. Food difficulties are to be ironed out. Miss Wildung suggested that the financial statement of last year be brought up for consideration in making this final food cost decision.

Motion D-194 ~~XXXXXXXXXX~~ E 205

It was moved that the House Committee work be approved. Passed.

The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

G. Ray Higgins
DIRECTOR

UNION BOARD MINUTES

February 27, 1946

Members Absent: Miss Genevieve Butts, Mr. William S. Carlson, Mr. William S. Gibson, Mr. G. Ray Higgins; Mr. Theron Johnson, Mr. Laurence Lunden, Miss Ruth Montgomery, Mr. Herman Sittard, Mr. William Tate.

Cabinet Representative: Nancy Cox

1. Director's Report: Mr. Wright announced that Mr. Higgins is in the hospital, but is expected to be out shortly.
2. Program Consultant's Report: Miss Nelson reported that due to an error in publicity in the Daily on last Sunday's movie, the people who attended will be admitted free to next Sunday's movie. There was also an error of \$.05 in the price of the Mardi Gras. Miss Nelson also stated that a report would be posted concerning reasons for resignations of committee chairmen.
3. Executive Committee Report: Miss Cox was called upon to make a report concerning the advisability of strengthening the organization of the Cabinet.

Motion ~~D-196~~ X-206 E 206

It was moved that it be the job of Merit Committee to work with the Cabinet in planning programs for Cabinet meetings. Passed.

Mr. Wright reported that the Executive Committee hopes to present to the Board at the next meeting, suggestions and proposals for the appointment of new Board Members. It was stated that the committee had discussed the matter of a party for old Board Members.

Motion ~~D-197~~ X-207 E 207

Miss Young moved that the last meeting of the quarter, the evening of March 14, be combined with the party for all past Board Members. Passed.

Miss Wildung is to take care of invitations.

4. House Committee Report: Miss Gould recommended that no meeting be scheduled in the Union during Convocation Hour, except by those organizations given written permission by the Dean of Students office.

Motion ~~D-198~~ X-208 E 208

Miss Gould moved that Room 231 be left open Spring Quarter for use as a piano practice room on Mon., Wed. and Fri. from 8:30 to 11:30 AM, and all day Saturday. Passed.

Motion ~~D-199~~ X-209 E 209

It was moved that Room 321 serve as a bag lunch room from 11:30 to 1:30 every day for the remainder of the quarter. Passed.

Motion D-200 ~~X-210~~ E210

It was moved that programs having speakers should not be booked in rooms next to programs having music.

All organizations are to be notified that they cannot eat in their offices.

5. Liaison Committee: Miss Gould reported on a meeting of the committee members with Mr. Poucher and Mr. Felber held for the purpose of solving lunch hour problems. Various ideas were mentioned for improving conditions.

Motion D-201 ~~X-211~~ E211

Miss Rehder moved that the Junior Ballroom Cafeteria be used as an annex during the noon hour from 11:30 to 1:30 and that a campaign for staggering lunch hours be launched. Passed.

It was announced that there will be a meeting of representatives of organizations interested in office space at 4:30 PM Room 346 on March 5.

6. Program Co-ordinating Committee: Miss Rehder recommended that Sunday movies be continued till May 15--to be presented only when suitable movies can be obtained. It was suggested that the Visual Education Department start work now on booking Sunday movies for Fall Quarter.

Motion D-202 ~~X-212~~ E212

Mr. Deason moved that the above recommendations concerning Sunday movies be adopted. Passed.

Motion D-203 ~~X-213~~ E213

It was moved that no Jamboree be held on nights of open dances if the dances have been scheduled a month in advance. Passed.

Motion D-204 ~~X-214~~ E214

It was moved that the price of the Twilight Dance be raised from \$.10 to \$.16 because of the orchestra cost. It is now planned to use an orchestra from 4:30 to 6:30 PM; formerly from 4:00 to 6:00. Passed.

7. Public Relations: Mr. Cole read a letter from Dean Blegen in reply to the Board's offer of help in planning President Morrill's inauguration ceremony. Miss Keaveny stated that letters are being sent to the main organizations interested in office space, inviting them to send representatives to the meeting next Tuesday. Mr. Wright announced that letters of reply are beginning to come in from colleges interested in the Conference in April.

Motion D-205 ~~X-215~~ E215

It was moved that the Public Relations Report be approved. Passed.

8. Merit Committee Report:

Motion D-206 ~~————~~ E216

Mr. Richter moved that Phyllis Krause be nominated Chairman of the Talent Pool Committee. Passed.

9. Merit Dinner: Miss Keaveny stated that the Merit Dinner invitations will be written and ready a week in advance.

10. Dean of Student's Coffee Hour: Mr. Wright announced that an invitation had been issued to all Board members to attend the Dean of Student's Coffee Hour at the YMCA Thursday, February 28.

Respectfully submitted,

G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

March 6, 1946

Members Absent: Mr. William S. Carlson, Mr. Burt Deason, Mr. William S. Gibson, Mr. Theron Johnson, Mr. Laurence Lunden, Mr. William Tate, Miss Ruth L. Woolverton.

Cabinet Representative: Ione Page

1. Correction of February 20 Minutes: Motion D-188 should be changed to read "Room 321 be used for practice room during Spring Quarter."
2. Director's Report: Mr. Higgins stated that thirty-six colleges and unions have indicated they would send delegates to the spring conference....it was also stated a surprisingly large number of colleges in Minnesota, Wisconsin, and North Dakota were interested. In reply to Mr. Higgins' request for help in locating housing facilities for delegates, Miss Gould stated that the House Committee would contact every possible source...however, fraternity houses are too full to help. It was suggested that the third floor of the Union be used as dormitory space in case of necessity. May 18 has been set as the deadline for the annual budget. There was a drop in Sunday attendance, apparently due to warm weather.
3. Program Consultant's Report: Miss Nelson reported that the combined Charm Inc. Style Show and Beginner's Smooth Dance was a success.
4. House Committee Report: Miss Gould reported on the committee's office space relocation meeting--twelve organizations were represented, five of which have space at present. Board members were invited to the next House Committee meeting.

Motion D-207 X E 17

Miss Ocken moved that the House Committee report be approved, Passed,

5. Program Co-ordinating Committee: Miss Rehder read a report on the evaluation of the Personal Development Committee and of the Snow Week Committee. Discussion resulted in the following motions.

Motion D-208 E 18

It was moved that guest cards for staff, faculty, and wives of students be printed upon approval of the Board and House Committee who shall decide on the extent to which they will be used. Passed.

Motion D-209 E 19

It was moved that a budget of \$100 be approved for the Spring Sing to be held on May 23, and that the Ballroom be used as a substitute program in case of rain. Passed.

Motion D-210 X ~~210~~ E220

Miss Rehder moved that the Snow Week Committee for next year be responsible to the Union Board of Governors and to an Advisory Committee under the Board. The Advisory Committee, to be made up of representatives from the various student organizations and the Athletic Department, would be similar to a standing committee and would include two Board representatives. Passed.

Motion D-211 X ~~211~~ E221

It was moved that the 1947 Snow Week Chairman be picked during Spring Quarter. Passed.

Motion D-212 X ~~212~~ E222

It was moved that the Program Co-ordinating Committee report be approved with alterations as set forth.

6. Mardi Gras: Miss Young reported that the dance was a success; there was a profit of \$14. Most of the work was done by the individual chairmen. Passed.
7. Financial Report: Mr. Cole read a report on this year's special program budgets, stating that the total amount was \$6,251.18, as approved by the Board during the period from July 1 to March 1.
8. Public Relations: Miss Keaveny stated that arrangements had been made with Technolog to print a story of the Union which would appeal to the engineers. Technolog will be paid \$10 for two cuts for the story. Invitations will be sent out during Final Week for the Recognition Dinner.

Motion D-213 X ~~213~~ E223

It was moved that the above report be approved. Passed.

9. Nominating Committee: Miss Young nominated Barbara Ocken as student representative. Miss Keaveny nominated Mr. Johnson as faculty representative.

Motion D-214 X ~~214~~ E224

It was moved that nominations be closed. Passed.

10. Merit Committee: Miss Butts stated that Beverly Erickson had been nominated as chairman of the Spring Name Band Dance.

Motion D-215 X ~~215~~ E225

Miss Young moved that Miss Erickson's nomination be approved. Passed.

11. Old Business: Miss Young suggested that some decision be made on the matter of life cards for past Board members. This matter was referred to the Executive Committee for further action.

Respectfully submitted,

G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

March 13, 1946

Members Absent: Miss Genevieve Butts, Mr. William S. Carlson, and Mr. Laurence Lunden.

Cabinet Representative: Gerry Stoner

1. Director's Report: Mr. Higgins waived his report in view of the lengthy Finance Report.
2. Program Consultant's Report: Also waived.
3. Financial Report: Mr. Cole distributed copies of the annual Union Budget and also literature explaining the budget as set forth. The budget, as presented to the University on March 18, was reviewed by Mr. Cole--the total amount was \$94,000 not including Billiard and Bowling. Separate budgets were stated for these departments, in the amounts of \$ and \$ respectively. It was required that this report be turned in to the University earlier this year than usual due to President Morrill's inauguration.

Motion D-216 X-226 E226

Mr. Dow moved that the Financial Report be approved. Passed. It was suggested that Board members' copies of the budget be turned back after perusal because of confidential salary information contained therein.

4. House Committee Report: It was requested that the Union break precedent and allow the Main Ballroom to be used for the Inter-Professional Fraternities' big dance on May 4, since there was no other adequate place available on that date. The Committee recommended that guest cards for staff members, faculty, and wives of students be issued at the beginning of spring quarter and thereafter at the beginning of fall quarters and that they be void when the person is no longer affiliated with the University.

Reallocation of office space was reported by Miss Gould as follows: 322 - Ski Club, Minnesota Flying Club; 214 - YWCA; 349 - Minnesota Foundation, Republican Club; 347 - Indo-American Club, Cosmopolitan Club; 225-6 - Veterans. Other space holders will retain present offices. It was recommended that assignment of permanent office space be reviewed annually. Miss Gould suggested that Mr. Johns Hopkins be invited to the April 3 meeting of the Board.

Motion D-217 E227

Miss Rehder moved that the Main Ballroom be given to Inter-Professional Fraternities for their dance on May 4, and that the Union schedule its regular Saturday night dance in the Junior Ballroom. Passed.

Motion D-218 ~~X~~ ~~E 228~~

Miss Gould moved that the Guest Card recommendation be adopted. Passed.

Motion D-219 ~~X~~ ~~E 229~~

Miss Gould moved that the report on office space reallocation be approved. Passed.

5. Program Co-ordinating Committee: Miss Rehder recommended that advanced bridge instruction be started in spring quarter at a fee of \$1 for six lessons. Eight tables would take care of expenses. It was recommended that square dancing be continued through spring quarter at an overall cost of \$40 for the eight sessions.

Motion D-220 ~~X~~ ~~E 230~~

It was moved that advanced bridge instruction be started as recommended. Passed.

Mr. Johnson suggested that continuance of Beginner's bridge instruction be reconsidered.

Motion D-221 ~~X~~ ~~E 231~~

Mr. Dow moved that square dancing be continued as recommended. Passed.

6. Executive Committee Report: Mr. Wright stated that the dinner for old Board members was put off till the first meeting next quarter, and that preparations are under way. There was a discussion on types of organizations that have reserved meeting space or dinner space in the Union. A discussion program for the spring conference is being planned. Miss Wildung stated that April 3 is the date for the recognition dinner of Union Board. It was recommended that Board keys be recognized as lifetime passes to events planned by the Union involving no extra expense. One year of satisfactory service will be criteria for issuing lifetime passes. A report is to be turned in by each committee on the year's work.

Motion D-222 ~~X~~ ~~E 232~~

Miss Keaveny moved that the House Committee make a survey and investigation concerning classification of organizations reserving space in the Union, and which ones and how many are turned down. Passed.

Motion D-223 ~~X~~ ~~E 233~~

Miss Young moved that the above recommendations concerning lifetime passes be approved. Passed.

Motion D-224 ~~X~~ ~~E 234~~

Mr. Cole moved that the above report be approved. Passed.

7. Public Relations: No report.

8. Merit Committee: Miss Wildung suggested that a program be planned for the dinner to be given for old Board members. Miss Gould was assigned to invite Mr. Johns Hopkins to attend the dinner. Sponsors are to turn in recommendations concerning those who are to get merit keys at the Union Cabinet Recognition Dinner and that at least two quarters of service be required for recognition, as well as attendance at all meetings and submission of all reports.

Motion D-225 X ~~224~~ E 235

Mr. Dow moved that the above report be approved. Passed.

9. Old Business: Miss Gould was consulted on the status of the room situation for conference delegates in the spring. Mr. Wright announced that the Nominating Committee list included Al Dreher as President Morrill's representative, and Jean Ferrin as representative of the All-University Council, as well as Barbara Ocken and Theron Johnson from the Board.

Motion D-226 E 236

It was moved that a budget of \$80 be approved for April 4 dance. Passed.

Respectfully submitted,

G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

April 3, 1946

Annual Key Award Reunion Dinner

Members Absent: Mr. William S. Carlson, Mr. William S. Gibson, Mr. Theron Johnson, Mr. Laurence Lunden, Miss Ruth Montgomery, Miss Mary Jane Rehder, Miss Ruth L. Woolverton.

1. Mr. Higgins presented Union Board Keys to the following: Barbara Ocken, Joan Keaveny, Doris Wildung, Sherman Cole, Burt Deason, Mary Jane Rehder, and Ruth Woolverton.
2. Director's Report: Mr. Higgins made a report on the progress of plans for the Conference of College Unions next week. One hundred delegates representing 52 colleges are expected.

Motion ~~D-227~~ X-237 E237

Sherm Cole moved that on Thursday, April 25th, the University be allowed use of as much of the first floor of the Union as necessary for part of the inauguration program of President Morrill. Passed.

Motion ~~D-228~~ X-238 E238

It was moved that Mr. Wright's assignment of topics to members of the Board for discussion at the Conference be approved. Passed.

3. Program Co-ordinating Committee:

Motion ~~D-229~~ X-239 E239

Joan Keaveny moved that a \$30 budget be approved for Beginners' Bridge sessions during spring quarter. Passed.

Motion ~~D-230~~ X-240 E240

Miss Keaveny moved that the following program be approved for the first summer school session: noon movies, record lending library, music listening hour, social dances of the variety type, two excursions on the Donna Mae, and one excursion on the Donna Mae for married couples. Passed.

Motion ~~D-231~~ X-241 E241

It was moved that the Board approve a Mr. and Mrs. Night next Wednesday, April 10th, in the Art Craft Shop, which will be the start of further married students' activities. Passed.

4. Program Consultant's Report: Miss Nelson outlined the program for Pan American Week to be held April 15th to 19th. A report was also made on the attendance and success of winter quarter activities.
5. House Committee: Miss Gould reported that guest cards for staff members, faculty, and wives of students will be ready for distribution next Friday.

April 3, 1946

~~Motion D-232 X-242 E242~~

Miss Gould moved that the Dean of Students Office be asked to limit mass student demonstrations on the patio of the Union. Passed.

6. Merit Committee: Miss Butts stated the standards used for evaluating the work of chairmen worthy of recognition and read the list of chairmen decided upon for awards. Eighteen chairmen were recommended.

~~Motion D-233 X-243 E243~~

It was moved that the list of people to be awarded be approved. Passed.

~~Motion D-234 X-244 E244~~

It was moved that the Merit Committee Report be approved. Passed.

Miss Butts read a list of appointments of temporary chairmen to fill in the vacancies left by recent resignations. A review of the program for the recognition dinner was presented.

7. Nominating Committee Report: Miss Ocken read the list of nominees to the Union Board, including thirteen people.
8. New Business: Mr. Higgins stated that the Campus Chest has requested that the usual \$10 fee be waived for the showing of movies in the Ballroom for the benefit of the Red Cross.

~~Motion D-235 X-245 E245~~

It was moved that the above matter be referred to the House Committee. Passed.

Former Board and staff members present were: Mr. E. B. Pierce, Mr. Stanley Gillam, Mr. J. C. Sanderson, Mr. Gene Cutts, Miss Charlotte Johnson, Miss Helen De War, and Mr. Daniel Magraw.

Respectfully submitted,

G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

April 10, 1946

Members Absent: Mr. William S. Carlson, Mr. William S. Gibson, Miss Betsy Gould, Mr. G. Ray Higgins, Mr. Laurence Lunden, Miss Saralou Mather, Mr. William Tate, and Miss Doris Wildung.

Cabinet Representative: Joanne Schifflin

1. Program Consultant's Report: No formal report was made.
2. House Committee: Harvey Dow made the report in the absence of Miss Gould, who was sick.

Motion D-236 X-246 E246

Harvey Dow moved that the usual charge of \$10 be waived for use of the Main Ballroom for the Red Cross benefit program on the evening of April 25. Passed.

Motion D-237 X-244 E247

Mr. Dow moved that the General College student council be allowed use of the Main Ballroom on Wednesday, May 15, from 9:00 PM on as part of their May Day celebration. Passed.

3. Nominating Committee: Theron Johnson made some introductory comments and suggestions toward further objectification of interviews of prospective nominees. Barbara Ocken then read the list of items on which the interviews were based which was followed by a lengthy discussion on the present nominating system and its faults. It was decided that further discussion of changes in the nominating system be taken up at the next meeting. Miss Ocken read a list of the committee's recommendations for nomination.

Motion D-238 X-248 E248

Jack Wiersma moved that the recommendations for nomination be accepted. Passed.

Motion D-239 X-247 E249

Mr. Johnson moved that the Union Board set up machinery for pertinent discussion and comments concerning the Union's nominating committee system, and that the type of interview developed over a period of the last two years be evaluated. Passed.

4. Program Co-ordinating Committee:

Motion D-240 X-250 E250

Mary Jane Rehder moved that a budget of \$1,948 for the Stan Kenton Dance be approved. Passed.

5. Public Relations: Joan Keaveny stated that reorganization of a publicity committee is well under way.

Motion ~~D-241~~ X-244 E 251

Miss Keaveny moved that Jeanne St. Onge be appointed temporary chairman of the publicity committee, subject to approval of the Merit Committee. Passed.

6. Merit Committee:

Motion ~~D-242~~ E 252

Genevieve Butts recommended that Corrine Abel be accepted as chairman of the Sunday Movie committee. Passed.

7. New Business: George Wright stated that it was the custom to have a party for the new Board members. April 16 at 7:30 PM was set as the time for this party. John Richter was appointed in charge and the Pine Arts Room was suggested as the place. Mr. Wright announced that election of officers and executive committee of the Board will take place next Wednesday evening. Board members are to turn in preferences as to jobs at that time.

Respectfully submitted,

G. Ray Higgins
SECRETARY

UNION BOARD MINUTES

April 18, 1946

Members Absent: Mr. William S. Carlson, Mr. Burt Deason, Mr. William S. Gibson, Mr. Theron Johnson, Mr. Laurence Lunden, Miss Ruth Montgomery, Mr. William Tate, Miss Doris Wildung, Miss Ruth L. Woolverton.

1. Director's Report: Mr. Higgins spoke of the fine success of the National Association of College Unions Conference. He urged the new Union Board continue the process of development of the Union, and pointed to the necessity of combining the efforts of staff and students in realistically facing the problems arising within the next few years.
2. Program Consultant's Report: Miss Nelson suggested a note of thanks be sent to the Cabinet concerning the splendid job they did on Open House. Miss Nelson stated that the Beginners' and Advanced Dance Classes were well under way, but that seven more women were needed for the Beginners' group.

Motion D-243 X-253 E 253

It was moved that the note of thanks be sent to the Cabinet as suggested above. Passed.

Mr. Wright reviewed the Board sponsorship and chairmen system for the benefit of new members, and each committee's duties were outlined. The new members were asked to turn in their first, second, and third choices for committee chairmanship or sponsorship within the next few days.

3. Program Co-ordinating Report: Miss Rehder stated that a list of criteria for judging committee work would be furnished to the Board and Staff members. She stated that the outing at Eaton's ranch had been discussed at length at the last committee meeting.

Motion D-244 X-254 E 254

Jack Wiersma moved that the program co-ordinating report be approved. Passed.

Mr. Higgins mentioned the possibility of the Union establishing its own outing center sometime in the future.

4. House Committee: Miss Gould suggested the advisability of drawing up a list of specific house rules, due to some mistreatment of Union facilities in the past. About 200 Union guest cards have been issued.

Motion D-245 X-255 E 255

Mr. Dow moved that the Fine Arts Room be made available without the \$2.00 charge for Christian Fellowship meetings every Thursday from 11:30 to 12:30. Passed.

Motion D-246 X-256 E 256

It was moved that the House Committee report be approved. Passed.

It was recommended that the suggested house rules be referred back to the House Committee for drawing up.

5. Public Relations: Miss Keaveny reported that the newly organized publicity committee is doing well. They plan an expansion of the weekly newsletter and the publication of a handbook on etiquette, among other things,

Motion D-247 X-257 E 257

Miss Young moved that the Public Relations report be approved. Passed.

6. Merit Committee: Miss Butts recommended that Phyllis Farguharson be appointed to the Saturday Night Dance Committee and that Allie Umsted be appointed to the Merit Committee.

Motion D-248 X-258 E 258

It was moved that the above recommendation be approved. Passed.

7. New Business: Harvey Dow brought up the possibility of starting a Union booking agency as has been done at other colleges for the purpose of securing better prices and arrangements with orchestras in hiring them for University dances.

Motion D-249 X-259 E 259

Miss Ocken moved that the booking agency question be taken up with the program co-ordinating committee. Passed.

Mr. Higgins discussed the need for a community center for the trailer camp to provide recreational facilities for the increasing number of married students, and the possibility of the Union providing a building for this purpose. The Board seemed favorable to the idea and Mr. Higgins stated that a meeting has been arranged with the staff to discuss the matter.

8. Election of Board Officers and Executive Committee: The following people were elected to office:

Miss Joan Keaveny - President
 Mr. Harvey Dow - Vice President
 Miss Betsy Gould - Executive Committee
 Mr. John Richter - Executive Committee

9. Old Business: Motion ^{X-249} ~~D-239~~ of the April 10th Board meeting was reviewed.

Motion D-250 X-260 E 260

Mr. Wiersma moved that the motion be taken up by the Executive Committee and presented to the Board at its next meeting, with a recommendation for a chairman to undertake the job. Passed.

Respectfully submitted,

G. Ray Higgins
 SECRETARY

COFFMAN UNION PROGRAM 1945-6

ANNUAL REPORT

Introduction

The rapid increase in men students on the campus, together with a decrease in the number of servicemen stationed here, have resulted in many changes in the recreational and social interests of the student body as a whole. The previously accepted method of timing and planning programs to coincide with free hours of servicemen, was no longer useful. The assumption that all dances and parties were primarily non-date affairs became invalid. These influences, as well as the national trend toward peacetime interests, are reflected in the activities of the various committees planning Union programs.

In the following paragraphs, a brief summary is presented of the activities of each committee and the participation of the student body at large. Total attendance figures for each type of program and a financial summary are available at the end of this section.

Summary and Interpretation

I ARTS

In shifting emphasis to peacetime subject matter from the previous displays of war materials and war subjects, the Exhibits committee demonstrated considerable ingenuity. Exhibits of water colors, curios from foreign countries, and other exhibits of unusual items were planned and presented, with good student interest.

The Book Review Programs, customarily planned by the Library committee, were not presented at all during the past year with the exception of one event during fall quarter. It is apparent that student participation and interest in such a program has been limited, which necessitates very careful selection of the chairman for a program of this type. Chairmen who receive greatest satisfaction from a large attendance would not be well suited for Book Reviews' Programs.

The Art Craft Workshop continues to be the focal point of interest on the part of many students who would not be drawn to other Union programs. However, the demonstrations and exhibitions in the shop could be increased both in number and scope.

II MOVIES

Noon movies were well attended throughout the year and reflect an increase over the previous year in all three quarters. With a greater selection of general interest films now coming on the market, and with more detailed publicity for each program, there should be no difficulty in making the noon movies even more popular.

The Newsreels program is an outstanding example of the influence of increased male enrollment. Attendance more than doubled from fall to winter quarter and moved on to even higher figures for spring quarter.

Quarterback sessions returned to a fairly respectable attendance this past fall. It would be misleading to compare the previous year's attendance with that of last fall, however, in view of the all-time low male attendance during 1944-5.

III AFTERNOON DANCE

Twilite Dances were well attended during fall and winter quarters with increases over the previous year, despite the fact that this was one of the most popular dances among servicemen on the campus. Spring quarter attendance dropped off suddenly with warmer weather and, during the month of May, showed a serious financial loss because hired orchestras were continued until the end of the month. It may be desirable to eliminate orchestras from this program early in May next year so that the financial loss will not be as great.

Football Frolics after home football games were attended in very large numbers. The programs for charting of out-of-town games and dances afterward, were not as successful in terms of attendance as the committee had desired. It was felt that a more intensive publicity campaign and a more dramatic presentation of game charting would assist in solving the problem.

IV EVENING DANCE

Unlike Twilite Dances (see above) the orchestras for Saturday Nite Dances were not hired after the first week in May, although one record dance was held subsequently. The resulting financial status is more favorable and even shows a small profit for the year. The committees felt that this program was gradually becoming more and more a date dance and should, therefore, be more formal. They have recommended that beginning in the fall, the men be required to wear a suit coat and necktie, a policy which was in force prior to the war.

The special dances, Homecoming, Mardi Gras, and Stardust were highly successful in terms of attendance and finances. Because of limited facilities, it was impossible to admit all those who wished to attend both the Homecoming and Stardust dances. In evaluating the committee experiences connected with these events, however, the Union Board has expressed doubts as to whether or not such experiences have been equally successful. As a result, a policy has been formulated to place the leadership of these committees in the hands of experienced chairmen of other regular programs.

V DANCE INSTRUCTION

There appears to be no basis for questioning the fact that sufficient opportunity has been offered students who desire dance instruction. In addition to the Beginners' Smooth, Beginners' Lindy and Variety Dance instruction, some small private classes were also sponsored by the Union Board. These programs are serving a two-fold purpose of providing instruction in an important social skill, and also an opportunity for social mixing.

Square Dances were not popularly attended, but were nevertheless faithfully attended by certain students who find satisfaction in this type of social dancing. While the program may never appeal to as large a group as do other types of dancing, it is valuable in rounding out the dance program and meeting the needs of some students who would not participate in other forms of dancing.

VI SOCIAL SKILLS

Personality Development programs were not widely attended, but they were intended to offer and do offer a type of program not found elsewhere on the campus. The committee planned a program covering a wide variety of topics necessary to

many more students than attended. There is a danger in this area of publicizing the programs in such a manner as to give the impression that they are offered for the socially awkward and inept. Very few students would respond to this method of approach.

Charm, Incorporated has become a very popular program, particularly among coeds. The committee itself has been popular also, with many more requests to serve on the committee than would adequately be handled.

An effort was made during winter quarter to revive interest in the Toastmaster program, with little success. It is hoped that the leadership selected for this program will be sufficiently persevering to get it started again as a men's activity.

VII SPECIAL RECREATION

The Outings committee was faced throughout the year with the problem of locating adequate and reasonable priced facilities off campus for its events. Despite their efforts, however, the financial summary shows that Outings required the greatest subsidy per student of all Union programs. There is no question but that there is a greater student interest than has been served in this type of activity, because of financial limitations and lack of proper accommodations.

The major portion of the Hosteling committee's activities took place during spring quarter, when weather conditions encouraged out of doors activities. The trips, sponsored by the committee, were, of necessity, for small groups because of limited size of the hostels in this area. Here again is an activity which appeals to a limited, but interested group.

The Tournaments committee attempted a much more ambitious program this year than in the past, with a result that greater participation was achieved. It may be wise, however, to retreat a little with this program and not attempt such a large number of tournaments, but to publicize and promote the functions more intensively. There is no real need it seems, to have a tournament every quarter in such activities as bridge and table tennis.

The Recreation Instruction committee presented a wide variety of demonstrations in various recreational activities, all of which were well attended. The committee also took the added duty of presenting bridge instruction classes in which a good number of students participated.

VIII MUSIC

The Music Hours committee presented noon programs of recorded music in the Terrace Room twice a week during most of the year, and three times a week during spring quarter. The committee and the professional commentator worked harmoniously together in putting on what appears to be a popularly attended program. The committee has taken on more responsibility in planning and presenting one program a week, entirely on their own initiative.

The Sings committee met with some disappointments during the year, the greatest of which was the rain on the night of the Spring Sing, scheduled to have been held outside on the Knoll. In addition, the heavy traffic in the building at noon made it very difficult to obtain good participation in the Main Lounge. The Christmas Sing was well planned and well received which may be an indication that

sings should be pointed toward some particular holiday or occasion, rather than being a regular weekly program.

The Record Lending Library committee limited its activities to encouraging use of the library and assisting in the work to be done there. The increase in number of students utilizing this service would indicate that their efforts were effective.

IX INFORMAL PARTIES

Coffee Hours were, in general, better attended this year than during the previous year, and it will also be noted that a greater number of departments were participating. An effort was made to create an informal atmosphere throughout and provide for easy mixing of faculty and students. One of the criticisms of the program has been that there were too few faculty members present at some of the events to make them a real success.

The Jamboree programs, created for the purpose of having informal mixers on Friday nights, were not as popular as the committees had desired. Difficulty was encountered in presenting an activity which was sufficiently different from social dances to draw students who were interested in non-date social parties. Dance instruction was used as a means of attaining informal social mixing, but here the program suffered also, because of its similarity to the regular dance instruction sessions.

Splash Parties began to increase in popularity late in winter quarter. It is difficult to trace the causes for such a trend to determine whether more adequate publicity or the season was responsible. It will be noted also that a similar increase from winter to spring quarter occurred in 1944-5.

The Married Students' Craft Shop Night program was started early in spring quarter, as the first program especially for married students sponsored by Union Board. The Board's Program Coordinating Committee planned and publicized the event and acted as hostesses during the first few weeks. It was intended that a committee would be formed by those interested in continuing the program, which could operate in much the same manner as other Union committees. To date, it has not been possible to develop this interest in committee service among those participating in the program. However, the interest in having the program continue has been sufficiently great, and the variety of couples using the shop sufficiently broad, that no recommendation to discontinue the program is made. Rather, it may be wiser to attempt additional programs in other types of recreation for married students with a view to stimulating interest in committee service.

X SPECIAL EVENTS

To celebrate its fifth anniversary, the Union held a large Birthday Party, November 9. All the facilities of the Union were open and available to the students free of charge, including dancing to an orchestra in the ballroom. The cutting of a huge tiered cardboard cake near the bandstand in the ballroom, was the high point of the evening.

In addition to the Birthday Party, the other special events fall quarter which had the largest attendance were the Freshman Mixer Open House and the reception for President and Mrs. Morrill which was held in the Main Ballroom and co-sponsored with the All-University Council.

Because of the large number of new students, especially veterans, entering the University during winter quarter this year, an open house was planned to introduce these newcomers to the Union. Future year's programs might wisely continue to include an open house each quarter.

This year's Merit Recognition Dinner showed an increase in numbers over last year, because of the expansion of the Union program, and hence the number of chairmen and committees.

A photographer from Life Magazine covered the first post-war Snow Week. Though attendance figures were not as great as those of pre-war years, student interest and enthusiasm did run high. The outlook for next year's event is very promising.

COFFMAN UNION PROGRAM--ANNUAL REPORT

September 15, 1945-June 15, 1946

<u>ARTS</u>	<u>Total Attendance</u>	<u>Total Attendance</u> <u>1944-45</u>
<u>Exhibits</u>		
Fall:	Japanese War Maps	2000*
	Chemical Warfare	200*
	Captured Jap equipment and Pierce war materials	200*
Winter:	Races of Man	500*
	Poster display by student artists for Union committees	300*
	War information	
Spring:	Water Colors, John Hopkins	200*
	War Souvenirs	500*
	Van Kleeff dolls	250*
	Van Kleeff bowls and copperware	250*
	Wood sculpture, John Rood	1000*
	Captured Jap equipment	500*
	Ukranian eggs (Prof. Gronowsky)	150*
	Pan American textiles, art objects, publications	300*
	Warship models, Jim Strickland	150*
<u>Library</u>		
<u>Book Reviews</u>		
Fall:	Mable Seeley	50*
	Feike Feikema	50*
	Ruth Businger	15*
	Mrs. Carol Brink	30*
Winter:	Prof. Joseph Beach	60*
	Senor George Marti	40*
Spring:	Ruth Sawtell Wallis	40*
<u>Crafts</u>		
Fall:	Open House	80*
Winter:	Water Color Exhibit, Mr. Hulse	50*
	Leather Demonstration	30*
	Oil Painting	15*
Spring:	Student Work Exhibit	200*
	Open House	300*
<u>MOVIES</u>		
<u>Noon Movies</u>		
Fall:		1970*
Winter:		3255*
	War Movies	
	Special Feature, Fighting Lady	410*
	Special Feature, Okinawa	253*
Spring:		800*
		1635*
		1520*

*Estimated figures

COFFMAN UNION PROGRAM--ANNUAL REPORT (CONT'D.)

<u>MOVIES (CONT'D.)</u>	<u>Total Attendance</u>	<u>Total Attendance 1944-5</u>
<u>Newsreels</u>		
Fall:	1725	1880
Winter:	3668	1390
Spring:	3881	cancelled
<u>Sunday Movies</u>		
Winter:	413	
Spring:	259	
<u>Quarterback Sessions</u>		
Fall:	2484	1222
<u>Men's Activities</u>		
Winter: Smoker	75*	
 <u>AFTERNOON DANCE</u>		
<u>Twilite</u>		
Fall:	3561	3127
Freshman Twilite	1200*	600*
Winter:	3650	2460
Spring:	2075	2418
<u>Football Frolics</u>		
Fall:	3650*	2273*
 <u>EVENING DANCE</u>		
<u>Saturday Nite Dance</u>		
Fall:	3338	3127
Winter:	2443	1508
Spring:	1972	509
<u>Special Dances</u>		
Homecoming:	2437	2246
Mardi Gras	642	---
Stardust	3012	---
 <u>DANCE INSTRUCTION</u>		
<u>Beginners' Smooth</u>		
Fall:	2188	
Winter:	2127	
Spring:	990	575
<u>Beginners' Lindy</u>		
Fall:	2282	854
Winter:	1871	692
Spring:	1029	640
<u>Variety</u>		
Fall:	2433	3127
Winter:	1779	1508
Spring:	1099	1319
<u>Square Dance</u>		
Fall:	335	
Winter:	196	
Spring:	169	

*Estimated figures

COFFMAN UNION PROGRAM--ANNUAL REPORT (CONT'D.)

<u>SOCIAL SKILLS</u>	<u>Total Attendance</u>	<u>Total Attendance 1944-5</u>
<u>Personality Development</u>		
Fall: Dancing Etiquette (Al Wiklund)	33*	158*
Dining Out (Sally Delaney)	32*	52*
Getting Acquainted (Mrs. Cassidy)	30*	25*
Winter: "Dating" (Mr. Bixler)	35*	
"Entertaining" (Mr. Leiper)	15*	
Social Blunders (skit)		40*
Spring: Men's Grooming (movie and P. B. Juster)		15*
<u>Charm</u>		
Fall: Style Show (Peck & Peck)	---	250*
Winter: Grooming Clinic (Dayton's)	258	135
Style Show (students modeled their own clothes)	180*	
Style Show (Munsingwear underwear)		115*
Talk and demonstration (Singer Sewing Machine Co. patterns)		40*
Spring: Grooming Clinic (Dayton's)	100	95
Style Show (Field Schlicks & Hubert White)	250*	300*
Barbara Gould Representation on Grooming		30*
<u>Toastmaster</u>		
Winter: Toastmaster luncheon	8	
<u>SPECIAL RECREATION</u>		
<u>Outings</u>		
Fall: Sleighride (Eatons)	55	
Hike	---	30
Hayride	---	75
Winter: Sleighride (Eatons)	114	40
Spring: Hayride	81	
Rideout	25	
Donna Mae	200	188
<u>Hosteling</u>		
Fall: Coffee Hour (movies)	45*	
Winter: Coffee Hour (talks on foreign hostels)	30*	
Skating Party	40	
Spring: Northfield	8	
Excelsior	8	
Lake Sarah	7	
Red Wing	14	
Mound	5	
Afton		16
<u>Tournaments</u>		
Fall: Bridge	36	
Table Tennis	46	
Duplicate Bridge	123	
Cribbage	31	

*Estimated figures

COFFMAN UNION PROGRAM--ANNUAL REPORT (CONT'D.)

<u>SPECIAL RECREATION</u>	<u>Total Attendance</u>	<u>Total Attendance 1944-5</u>
<u>Tournaments cont.</u>		
Winter: Bridge	36	60
Table Tennis	---	30
Mixed Couples Bowling	50	---
Billiards	43	---
Spring: Duplicate Bridge	28	---
Chess	28	---
Cribbage	23	32
Table Tennis	53	---
Bridge	---	32
<u>Recreation Instruction</u>		
Fall: Bowling	50*	
Billiards	500*	
Bridge	424*	
Winter: Bridge	350*	65*
Chess	86*	---
Ski demonstration	---	136*
Bowling demonstration	---	154*
Table Tennis	---	5*
Swimming	---	186*
Spring: Beginners' Bridge	264*	---
Advanced Bridge	25	---
Golf	---	200*
Fly Casting	---	70*
Fencing	---	150*
<u>MUSIC</u>		
<u>Music Hours</u>		
Fall:	3800*	2500*
Winter:	2450*	2400*
Spring:	3093*	2500*
<u>Record Lending Library (loans)</u>		
Fall:	436	309
Winter:	423	239
Spring:	851	205
<u>Sings</u>		
Fall:	2250*	1700*
Christmas	1300*	---
Winter:	2150*	2125*
Spring:	1025*	1900*
Spring Sing (Northrup-rain)	100*	1800*
<u>Talent Pool</u>		
Fall: Piano		
Winter: Piano lessons	15*	5*
Baton Twirling	8*	12*
Tap dancing	8*	15*
Spring: Piano lessons	15*	5*

*Estimated figures

COFFMAN UNION PROGRAM--ANNUAL REPORT (CONT'D.)

<u>INFORMAL PARTIES</u>		<u>Total Attendance</u>	<u>Total Attendance 1944-5</u>
<u>Coffee Hours</u>			
Fall:	Philosophy	100	155
	Public Health Nursing	60	---
	Business Administration	75	138
	General College	130	105
	Social Work	80	---
	Nursing	84	118
	Romance Languages	120	---
	English	110	125
Winter:	Speech	75	---
	Journalism	100	60
	German	50	90
	Public Health	60	---
	Geology	75	---
	Psychology	100	100
	Nursing	75	100
	Education	100	115
	Graduate School	50	30
Spring:	Pan-American	60	120
	Education	110	---
	Journalism	100	---
	Business School	70	---
	Zoology	---	60
<u>Jamboree</u>			
Fall:		1860	74
Winter:		899	290
Spring:		618	250
	Spring Thaw	2000*	400*
<u>Splash Parties</u>			
Fall:		54	---
Winter:		86	186
Spring:		269	216
<u>Married Students</u>			
Spring:	Craft Shop	30*	
<u>SPECIAL EVENTS</u>			
Fall:	Graduate Banquet	175	
	President's Reception	595*	
	Birthday Party	1400*	
	Freshman Mixor	1400*	1200*
	Bridge Parties	---	102*
	Christmas Party	---	35*
	Date Bureau	---	74*
Winter:	Open House	700*	---
	Recognition Dinner	200*	175*
	Snow Week		
	Sleighride	150	
	King and Queen	100*	
	Tea	300*	
	Caravan	430	
	Dance	700	854
	Special Events	50*	
	Grand Total	<u>104,261</u>	<u>63,273</u>

*Estimated figures

COFFMAN UNION PROGRAM--ANNUAL REPORT

September 15, 1945-June 15, 1946

Summary Financial Statement**

<u>Program</u>	<u>Net Profit</u>	<u>Net Loss</u>	<u>Net Cost per Student</u>
Open Houses		\$497.88	\$-.12
Coffee Hours		229.77	-.12
Art Craft Workshop Programs		16.76	-.09
*Outings		139.73	-.51
*Tournaments		62.51	-.13
Watcher Manor		31.92	-.22
Recreational Instruction		182.81	-.11
*Saturday Night Dance	40.76		.01
*Jamboree		63.47	-.02
Square Dance		169.80	-.21
*Beginners' Lindy	4.36		.00
Sing		158.55	-.02
*Variety	108.22		.02
*Twilite	54.19		.01
*Newsreel		104.64	-.01
*Beginners' Smooth		20.19	.00
Music Hour		156.60	-.02
Monday Movies		255.54	-.04
Record Lending Library		14.20	-.02
*Splash Parties	6.22		.02
*Special Dances (Homecoming, Mardi Gras, Stardust)	1951.79		.31
*Sunday Movies		212.35	-.32
Men's Activities (Smoker)		35.00	-.46
Hostelers		26.63	-.16
Football Frolics		49.92	-.02
*Quarterback Sessions	49.70		.02
Birthday Party		279.78	-.20
Freshman Twilite		13.27	-.01
Book Review (Library)		9.71	-.16
Married Students		26.10	-.26
Charm Inc.		19.20	-.02
Exhibits		42.10	-.02
Total	\$2215.24	\$2818.43	
		2215.24	
		\$-603.19	

*Programs having an admission charge.

**The above figures do not include charges for ordinary wages such as ticket sellers, identification persons and checkers.