

THE MINNESOTA ALUMNI ASSOCIATION
 205 Coffman Memorial Union
 University of Minnesota
 Minneapolis 14, Minnesota

Minutes.

The Special Committee of the Executive Committee met with President Wilson and Vice President Stanley J. Wenberg on Friday, March 16th in 205 Coffman Memorial Union at 3:30 p.m.

1962

In attendance were: Dr. Virgil J. P. Lundquist, President; Clifford Sommer; Joe Maun; Rolf Fosseen; Cyril Pesek; Ray Chisholm and Ed Haislet.

Dr. Lundquist briefed President Wilson and Vice President Stanley J. Wenberg on the two prior meetings at which the public relation image of the University and some of the ways in which the Alumni Association could be of service were discussed. Dr. Lundquist briefly went over the discussion outline that had been drawn up and then asked President Wilson to comment. In regard to items 1 and 2 - more faculty members from the campus to talk to alumni clubs and speakers from alumni clubs to speak to other than alumni; that is, to service, civic, patriotic and education - President Wilson had these comments to make: He felt it is important to bring faculty to alumni clubs but we shouldn't limit the faculty as to times of the year but at times most convenient for the clubs. The President felt that we should take a new look at the faculty and he was sure we could get a fine list of people who would do the University the most good. He felt that some of the Board members in their travels might be paired up with faculty members to talk to our clubs and to other civic and service groups. He felt the speaker program to be an important one and that money should be found to implement it.

In regard to recruitment of top students, it was the feeling of President Wilson that it would be a great step forward if the Alumni Association would see that honor banquets for top students are sponsored in every community where they are not now held. A Committee composed of alumni, the Junior Chamber and the Chamber of Commerce could see that the program was implemented. He felt that it would be a real step forward in the recruitment of top students in the state.

President Wilson felt that alumni could help with the recruitment of staff in a limited way only. He pointed out that it was possible that some industries might offer consultative jobs and that the additional emolument might be helpful; however, this would be related to particular fields of competence.

In regard to items 5 and 6 - alumni job placement center for students and job placement center for graduates - President Wilson indicated that he would like to find out what is going on at the University before commenting upon these two items. He felt placement was an essential job of the University and that the Alumni Association could lend real support to such a program. It was pointed out that many placement programs are going on at the University - there are a number of placement offices - however, alumni contacts have not been used. Vice President Wenberg suggested that the Alumni Office meet with the Placement Committee.

Items 7 and 8 were disposed of in prior discussions.

Concerning item 9 - cultivation of Minnesota alumnae - it was felt that the women are our great untapped resource, especially in regard to legislative help. Everything possible should be done to bring the women actively into the alumni program.

Item 10 - State Legislative Committee - President Wilson and Vice President Wenberg said this was badly needed and should be started at once. The Alumni Office should work with Vice President Wenberg on this particular program.

Item 11 - annual presentation of alumni views to the Board of Regents - President Wilson said he felt the Board of Regents would be delighted if the Executive Committee would invite the Regents to an informal dinner.

Item 12 - the appointment of one Regent to the Alumni Board - is now in effect through the fact that Otto Silha is a Regent and was on the Alumni Board prior to his election as Regent. It was agreed that this could be a practice and could be done such as the appointment of one Regent to the Greater University Fund Board of Trustees.

Items 13 and 14 - Scholarships. Item 14 is now being examined by the University at the present time, as well as the Minnesota Bankers Association. On the basis of these studies the Alumni Association could well follow up.

Just before adjournment Cliff Sommer raised two questions; he asked the President if at some future date he would sit down with us and tell us what the role of the Alumni Association is at a state university? Also, if there is a way the faculty could be made more aware of their community responsibility? If everytime the faculty went off campus to speak, if they would talk about the University, a great deal would be accomplished in presenting the correct usage of the University.

It was felt that it was a successful meeting and that many of these items could be implemented in the next few years.

Dr. Lundquist asked President Wilson if he would respond to the Association by letter and relate his exact feelings on some of these items.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Ed Haislet". The signature is written in dark ink and is positioned above the typed name.

ED HAISLET
EXECUTIVE DIRECTOR

ELH:jt

THE MINNESOTA ALUMNI ASSOCIATION
 205 Coffman Memorial Union
 University of Minnesota
 Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the members of the Executive Committee, a meeting was held Wednesday, April 4th, 1962 in Room 205 Coffman memorial Union at 4:30 p.m.

In attendance were: Dr. Virgil J. P. Lundquist, President; Clifford Sommer and Ed Haislet.

The express purpose of the meeting was to consider the group association insurance proposal of the Fred E. Meyer Agency of St. Paul and the Nathan Shapiro Agency of Minneapolis.

In order to expedite what is needed before the Board can take final action on a plan that is submitted, President Lundquist submitted the following resolution, which in lieu of a quorum was approved by a phone vote of Joe Maun, Franklin Gray and Russell Backstrom and by a favorable vote of Cliff Sommer and Dr. Lundquist.

"Be it resolved that ^{let} this Association does hereby authorize the President and Secretary of The Minnesota Alumni Association, Inc. to obtain bids for group association insurance, both life and casualty or either of them, for the benefit of the members of this Association, and for such purpose to consult with and appoint duly licensed insurance agents and brokers with experience in such field for that purpose. That the President of this Association do be (and he is) empowered to appoint a committee which shall include himself and the Executive Director of this Association, and not to exceed three other members as a continuing committee for the purpose of reviewing such bids so obtained and taking such action in respect thereto as in the opinion of the President, Director and the majority of the members of the committee may seem desirable."

By this action a definite plan will be presented to the Insurance Committee for their consideration. The committee after study of the plan will present it to the Executive Committee for their consideration and final recommendation.

President Lundquist suggested the names of Russell Backstrom and Rolf Fosseen as members of the Insurance Committee along with himself and the Executive Director.

On discussion of the alumni house, it was the considered opinion of both Dr. Lundquist and Cliff Sommer, following the line of discussion at the last Executive Committee, that it was a real mistake for the Alumni Association to move to the quarters at 711 East River Road. The estimate of \$20,000 was felt to be only about half of what is needed to put the place in the kind of shape that would be required. The place itself is not the kind of house that lends itself favorably to office work; that 3,600 sq. ft. is inadequate for the needs of the Association and when

you consider the closets, hall space, bathrooms and other space that is unusable for office work, the probable gain in space is only 500 to 600 sq. ft. It would be a great waste of money to remodel a building that is not adequate to begin with. They asked that the Executive Director inform Vice President Stanley J. Wenberg that they feel it would be an unwise expenditure of money because of the above reasons.

However, it was the feeling of Dr. Lundquist and Cliff Sommer that the Minnesota Alumni Association and the Alumni Fund along with the new Foundation could well be housed in the Pillsbury mansion for two or three years and this might be the answer for the University in view of the pressure for them not to tear the house down at this time. The situation might materially change in three years so other facilities could be obtained for the alumni office and the house could be torn down and faculty housing built. The Executive Director was asked to contact Mr. Wenberg on this matter and ask that he see the President and see if the Board of Regents thinks this could be done for the next few years. The Executive Director talked to Win Close about the matter and he said he couldn't speak for the University, but he thought that if the University did not need the University housing for the next two or three years, that this might be a good answer, especially if too much work didn't have to be done. It was the feeling that the work to be done on the Pillsbury House would probably be minimal for a three-year occupancy.

The Committee on the club facility has met once and a fact sheet was prepared. Contacts are now being made with the hotels.

The Committee is comprised of Bob Provost, Earl Sanford,, Dick Fitzgerald and Janet Hart Widseth.

The Hotel Nicollet has shown particular interest in this type of facility and pointed out that they will be very close to the new campus, which might be a distinct advantage.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,


Executive Director

ELH: jt

THE MINNESOTA ALUMNI ASSOCIATION
 205 Coffman Memorial Union
 University of Minnesota
 Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the Board of Directors of The Minnesota Alumni Association, a meeting was held on Monday April 23, 1962, Campus Club, Coffman Memorial Union at 5:30 p.m.

In attendance were: Dr. Virgil J. P. Lundquist, President; Russell E. Backstrom; Arndt J. Duvall; Rolf Fosseen; Glen F. Galles; Algot F. Johnson; Joe Maun; Cyril P. Pesek; *Cliff Sommer*; William E. Proffitt; Edwin A. Willson. Staff members present were: Ray Chisholm, Jean Ziebarth, Margaret Brewster and Ed Haislet.

President Lundquist welcomed Arndt Duvall to the Board as President of the Institute of Technology Alumni Association.

The minutes of the Executive Committee of February 15th, March 16th and April 4th were approved as sent out.

Dr. Lundquist reported on the progress of the alumni house. The Alumni House Committee felt that it would be a waste of money for the University to put \$20,000 into 711 E. River Road due to the fact that the amount of space that would be usable would be small; in fact, we would be trading good space for poor space and wouldn't accomplish anything. Three years from now we would only have to move.

This was related to Vice President Stanley J. Wenberg suggesting that the Pillsbury Home would be an ideal place to house the Alumni Association for this interim period. Due to the fact that there are a number of groups protesting the demolition of the Pillsbury Home, this might be a very good way for the University to take the pressure off until they are actually ready to tear the house down and build.

The Board voted in favor of sending a letter to the Administration indicating that they feel the Pillsbury Home would be the proper facility for the Alumni Office on an interim basis.

In regard to the Alumni Club Facility, the Alumni Association Board made a survey of males in the Minneapolis Area from each of the thirteen colleges. The Minneapolis survey indicated that 37.8% would become members with another 34% saying perhaps. This is a 72% favorable response. Applying the 37.8% to 25,000 alumni in Minneapolis indicates that 9,450 would join. The out-state questionnaire revealed that 17% said they would join. Outside the twin city area, there are 3,500 or another 6,000 members possible. This would mean,

therefore, that there is no dearth of membership possibilities. The club would be a place geared to the needs and demands of the alumni. It would be located within walking distance of the alumni working in downtown Minneapolis with parking facilities available for those who want to drive in from outlying areas. This would be a place where the alumni could meet their friends and classmates, renew old acquaintances and make new ones; where they could eat lunch, have cocktails, hold committee meetings, go to dinner, and attend meetings and lectures. Actually, the various constituent group boards and committees and alumni board and committees would meet at this facility from time to time. The place that is selected for this facility would be the headquarters for alumni in the whole area.

Five downtown hotels have been contacted: Radisson, Dyckman, North Star Center, Nicollet and Sheraton. The Radisson is not interested; the Dyckman, Nicollet and North Star Center are interested and no word has been received from the Sheraton.

The space needed is from 5,000 to 6,000 sq. ft. with probably a limit of 2,000 active members. The facilities would be a lounge, bar, main dining room, two or three smaller dining rooms, rest rooms, cloak rooms and office. The whole project would be amortized by the hotel; the hotel would be asked to furnish and remodel the space to the needs of the club, operate the food facilities and bar, furnish help needed for food and liquor service, keep books on dining room and bar and send bills. The Alumni Association would furnish management under the direction of the Executive Director, hire a manager, part-time bookkeeper and secretary, bill members for monthly dues, set up a house committee, amortize by means of monthly payments of rent and ask a 5% surcharge on food and 5¢ per drink. Tentatively there will be a \$12 initiation fee, monthly dues of \$2.50 for residents and \$1.00 for non-resident MAA members.

A committee consisting of Bob Provost, Earl Sanford, Janet Hart Widseth and Dick Fitzgerald have been meeting regularly on this matter and will soon have a plan for the financing of such a club to present to the Board.

The life membership plans are moving forward at a brisk pace. This whole year has been devoted to working out the kind of a plan that might be feasible. Mr. Frank P. McGrath is in charge for the Association and has been training and selecting girls for telephone work. He now has a crew of four that is working from 6:30 p.m. to 9:30 p.m. each night. Each girl makes about ten calls and out of the ten calls usually gets one life member. Mr. McGrath is pleased by this and feels that by the first of 1963 we should be able to take in a minimum of twenty to twenty-five life members a day. There is the possibility of the

Association taking in 3 to 3½ million dollars in the next five years in life memberships. With this much money invested, the Association would have capital money to assist greatly in its operations.

Dr. Lundquist announced that an additional Rose Bowl profit of \$1,000 was received from the Cardillo Travel Agency in Los Angeles for help with the advertising program. This makes a total of \$5,321.71 cash; plus cap inventory of \$1,058.36, making a total profit from the Rose Bowl trip this year of \$6,380.07.

The Executive Director reported on what was happening on the Brakeley Report - that a foundation will be initiated in July, which will devote itself mainly to raising money from individual alumni with the likelihood of some special projects. The Alumni Fund will come under the direction of the Department of Alumni Relations and special projects will go to University Relations. The Executive Director has been working with Vice President Wenberg and Mr. Nunn on the budget and program for the Alumni Fund.

Mrs. Margaret Brewster, editor for the last two years, has submitted her resignation - effective June 30th. Her husband, who is finishing his senior year in Dentistry, will be in the service for two years, and they will be moving from the Twin City area. Mrs. Brewster was commended for her fine work in putting out the "Alumni News".

On May 24th, the Class of 1912 is holding its 50th Reunion and the Class of 1922, its 40th Reunion.

The Annual Meeting of the Board and Membership will be combined with the Alumni Honors Dinner and will take place on June 5th, 1962 at 6:00 p.m. in Coffman Memorial Union. Two Outstanding Achievement Awards will be given out to: Judge Luther Youngdahl and Theodore Blegen. Five Alumni Service Awards will be given out to: Mrs. Harold Eberhardt, Ed Flynn, Dr. Leif Strand, Russell E. Backstrom and Owen K. Hallberg. The election of new Board Members will be announced at this time as will the election of officers for the coming year. Dr. Lundquist will give his President's Report.

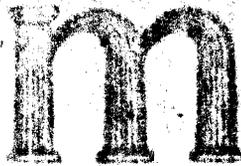
Algot Johnson suggested that a final project that should be considered by the constituent groups would be the raising of money to send one or two professors to Europe each year so they could study their various specialties. He feels that they would benefit and so would the University.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,


ED HAISLET
EXECUTIVE DIRECTOR

THE MINNESOTA ALUMNI ASSOCIATION



280 COFFMAN MEMORIAL UNION · UNIVERSITY OF MINNESOTA · MINNEAPOLIS 14, MINNESOTA

CONFIDENTIAL

April 9, 1962

TO: The Executive Committee

Russell E. Backstrom
Theodore C. Blegen
Rolf Fosseen
Franklin D. Gray
Joe Maun

John A. Moorhead
Cyril P. Pesek
Charles Judd Ringer
Clifford C. Sommer
Edwin A. Millson

I had hoped, at the last two Executive Committee Meetings, to talk with you regarding our Executive Director and Assistant Director on their outstanding job in conjunction with the Rose Bowl. We lacked a quorum at both meetings, so I am taking this means of making a recommendation to you.

I had the opportunity to observe the program in action and it was a tremendous job - well conceived and well executed. The impressive part of the MAA Rose Bowl Program, as far as I am concerned, is the fact that the Association did not underwrite the program financially in any way - either last year or this year; that the program made a handsome profit for the Association last year and an even better profit this year. I am convinced that the increased profit this year was because of the top management as executed by our Executive Director.

Last year the MAA received a \$4,188.39 profit from the Rose Bowl - this year \$4,313.71 cash plus a cap inventory actual cost in excess of \$800.00.

I would like to recommend that our Executive Director receive a \$1,000.00 bonus and Ray Chisholm \$600.00, and that the balance of \$2,713.71 go into the MAA savings. Neither Ed nor Ray has received an MAA salary increase the last two years - we gave Ed \$600.00 last year; Ray \$400.00.

I would appreciate it if you would indicate your vote on the matter as provided in this letter and return the letter to me in the enclosed envelope.

Sincerely,

Virgil J. P. Lundquist
President

_____ I approve your recommendation

_____ I do not approve

Signed _____

Date _____

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

STATEMENT OF ROSE BOWL INCOME AND EXPENDITURES

Income -

Merchandise Items	\$ 922.15	
Tour Overage - 300 @ \$30.00	9000.00	
Free Passages - 10 @ \$315.00	3150.00	
Advertising Help - Cardillo	<u>1000.00</u>	
		\$14 072.15

Expenditures -

Merchandising Items*	\$1756.38	
Advertising and Promotion	4144.71	
Office	463.00	
Biltmore Headquarters	898.30	
President's Reception	212.28	
Travel	792.28	
Other	<u>491.49</u>	
		<u>8 750.44</u>
Free Balance		5 321.71
Liquid Assets		<u>1 058.36</u>
Total		\$ 6 380.07

*Have inventory on caps in amount of \$1058.36
 321 @ 1.87 = \$669.27; 241 @ 1.49 = \$359

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STATEMENT OF ROSE BOWL INCOME AND EXPENDITURES

Income -

Advertising Help - Cardillo	1000.00
Three Passages - 10 @ \$215.00	2150.00
Tour Overage - 300 @ \$20.00	6000.00
Merchandise Items	\$ 225.12
<u>Total</u>	<u>10000.00</u>

\$10,025.12

Expenditures -

Other	101.49
Travel	725.28
President's Reception	212.23
Blissville Headquarters	898.30
Office	463.00
Advertising and Promotion	414.71
Merchandise Items	\$1756.38
<u>Total</u>	<u>4871.38</u>

\$ 520.44

2 351.71

1 028.36

\$ 6 980.07

Year Balance

Liquid Assets

Total

Have inventory on hand in amount of \$1028.36
 351 @ 1.07 = \$375.57; 241 @ 1.49 = \$355.01

April 20, 1962

In a mail ballot sent to members of the Executive Committee under date of April 9, 1962, Dr. Lundquist requested that Ed Haislet receive a \$1,000 bonus and Ray Chisholm \$600 for their outstanding work in regard to the 1962 Rose Bowl. The vote was unanimous - with the balance of \$3,713.71 to go into MAA savings account. The vote was unanimous.

Ed Haislet

Ex Director

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the Executive Committee, a special meeting was held in Room 205, Coffman Memorial Union on Monday, April 30th 25 4:00 p.m.

In attendance were: Dr. Virgil J. P. Lundquist, President; Edwin A. Willson and Cliff Sommer. Judge Fosseen called twice on the phone because he had been delayed and Cyril P. Pesek was unable to attend. It was agreed, however, that the briefing proceed.

President Lundquist called the meeting for the specific purpose to hear from Mr. Nathan M. Shapiro of Minneapolis and Mr. Fred E. Meyer of St. Paul concerning the proposed Minnesota Alumni Association Insurance Program and the group life insurance specifications.

Accompanying Mr. Shapiro and Mr. Meyer was Mr. Harvey Ellert who for twenty years has been with Marsh McClennen in Chicago and Milwaukee and is now associated with these two gentlemen.

Mr. Shapiro briefed the Association on Group Association Insurance and explained their own background and some of the programs that they have been handling.

Mr. Ellert went over the specifications point by point and answered questions raised by those present.

The mechanics were discussed. It was explained that as our agents and brokers, Mr. Meyer and Mr. Shapiro would analyze the answers received on the specifications and chart and breakdown the information. After discussion with the Minnesota Alumni Association Insurance Committee to determine who the carrier would be and why, they would then work with the carrier selected. Their compensation comes from insurance companies. Their office would handle the complete insurance program for the Association without cost to the Association.

The list of the companies that the specifications will be sent to was gone over and some were added. Specifications will be sent to any company requesting them.

After the hearing, it was decided that two things should be done:

- (1) After sending these specifications out to the rest of the Executive Committee and receiving their comment, Mr. Shapiro and Mr.

Meyer be appointed as our agents and brokers.

- (2) They should be authorized to proceed to solicit and advertise for bids from the companies as indicated; to be effective as of May 1, 1962.

Approval was to be requested from the members of the Executive Committee by mail ballot.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

ELH:jz

Note -

Ballots were mailed May 1, 1962 to all members of the Executive Committee as indicated in minutes of April 30th. The vote was unanimous, granting approval of Mr. Shapiro and Mr. Meyer as our insurance agents and brokers - and authorizing them to solicit and advertise for bids - date of agreement as of May 1, 1962.

ELH

CONFIDENTIAL

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

TO: Dr. Virgil J. P. Lundquist
Joe Maun
Franklin D. Gray
Theodore C. Blegen
John A. Moorhead
Rolf Fosseen
Charles Judd Ringer
Clifford C. Sommer
Cyril P. Pesek
Edwin A. Willison
Russell E. Backstrom

As you know, a special meeting of the Executive Committee was held on April 30th. The specific purpose of this meeting was to meet with Mr. Fred E. Meyer and Nathan M. Shapiro to hear the group life specifications of The Minnesota Alumni Association Insurance Program, which will go out to the twenty largest companies in the country as well as any other companies that would like to receive the specifications and bid upon the program.

The specifications have been carefully drawn up and set forth the kind of program that we have in mind. Please read the specifications and raise any questions or make any suggestions that you might have.

The Insurance Committee would like your approval to appoint Mr. Fred E. Meyer of St. Paul and Mr. Nathan M. Shapiro of Minneapolis as the Minnesota Alumni Association's agents and brokers of record and authorized to solicit and advertise for bids for life insurance and other insurance in behalf of The Minnesota Alumni Association. Effective date of this agreement to be May 1, 1962. It is important that this action be taken so the companies listed can be contacted and so the life insurance program of the Association can get under way.

As our agents and brokers, Fred E. Meyer and Nathan M. Shapiro will analyze the returns on the specifications, make breakdowns and chart information received from each of the companies. After discussion with our Insurance Committee to determine who the carrier will be and why, they

will work with the carrier selected. Their compensation comes from the insurance companies. All the work relating to the Minnesota Alumni Association Insurance Program such as mailing premiums, keeping records and mailings will be handled through their office without obligation to us; but they will work closely with our Insurance Committee and clear with them on all matters.

This program has great promise for the Association. One of their group policies was written for six million dollars and dividends to the association concerned were \$59,000. The real gain, however, will be for the younger alumni who will want to carry this insurance but must be members first. This has a powerful appeal. CCNY found that their membership increased 100% from the date the insurance program was issued.

This is a most important step for the Alumni Association and its membership and your help is most necessary. Will you please return the enclosed ballot?

Sincerely,

ED HAISLET
EXECUTIVE DIRECTOR

ELH: jc

ENCS:

Dear Ed:

After reading the material enclosed (I approve) (do not approve) of the specifications which will be sent to the twenty largest companies as listed, plus any other company that would like to bid.

Also, (I approve) (do not approve) of the appointment of Fred E. Meyer of St. Paul and Nathan M. Shapiro of Minneapolis as appointed agents and brokers of record and authorize them to solicit for bids for life insurance and other insurance for The Minnesota Alumni Association Program. Effective date of this agreement to be May 1, 1962.

Signed _____

Date _____

je
5/3/62

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes.

Pursuant to notices sent to the Executive Committee, a meeting was held in 205 Coffman Memorial Union on Monday, May 21st, 1962 at 4:00 p.m.

In attendance were: Dr. Virgil J. P. Lundquist, President; Rolf Fosseen; Judd Ringer; Cy Pesek; Ed Willson; Russell E. Backstrom and Ed Haislet.

The minutes of the meeting on April 30th were approved as sent out.

The first order of business was the budget estimate for the 1962 fiscal year, starting as of July 1, 1962. Income is estimated at \$80,318. Expenditures were estimated as follows: salaries \$26,212; magazine \$22,718; printing \$7,490; field service \$2,700; travel \$5,820; constituent groups \$2,000; office \$4,828; postage \$8,558 - total is \$80,318. A line by line explanation of the budget was made. Questions were raised and answered as each item was considered. After consideration and on motion duly made and seconded, the 1962-63 budget was approved as estimated.

The budget for the Department of Alumni Relations and the Alumni Fund were looked over and general concurrence given. The Department of Alumni Relation's budget in the amount of \$71,738 broken down is: salaries \$34,262; supplies and equipment \$34,026 and travel \$3,450. For the Alumni Fund total; salaries \$13,512; supplies, expense and equipment \$14,398; travel \$700 - total \$28,610.

The Nominating Committee, which will select the officers and Executive Committee for the coming year, was appointed by President Lundquist: Russell Backstrom, Chairman; J. D. Holtzermann and Wendell T. Burns. The Committee will meet Monday, May 28th, at noon in the Campus Club. Their nominations will be placed on a ballot and sent to the Board of Directors for their vote so the new officers and Executive Committee may be announced at the time of the Annual Meeting on June 5th.

Dr. Lundquist briefed the Executive Committee on the dissolution of the Greater University Fund and presented the resolution of the Trustees of the Fund as follows: The Board of Trustees of the Greater University Fund urges the establish-

"As you all realize, the only reason for the Minnesota Alumni Association is to support the University of Minnesota in every way possible. The Board of Directors of the Association work closely with the University Administration to try to carry out programs that will be of the most service to the University. The Budget for alumni work comes almost equally from University Funds - and from funds the Association raises itself through the membership and advertising. The policy and program of the Association as set by the Board of Directors, is carried out by our Executive Director, Ed Haislet, and his hard working staff. The Association functions through its Executive Committee, its Standing Committees; it functions through its classes, clubs and constituent groups.

Membership is the heart of the Alumni Program. One of the objectives this year has been to increase membership, especially through a special Life Membership Program. All year the Alumni Office has been working out a plan and training people to implement the plan. Briefly the plan is to specially select groups of 100 alumni who represent a typical cross section of Minnesota graduates, to write to them about a life membership and then follow up with a telephone call. The Association has four girls calling each night from 6:30 to 9:30. The program is just now getting into high gear. A hundred new life members will soon have been selected - the number by this time next year should be many times greater. The program is one of real promise.

In order to sustain membership in the Association - in other words to keep alumni on the membership role, several plans have been worked on -

First - a group insurance program; low premium rates and no medical examination required. A person would have to be a member to participate.

Secondly - an Alumni Club Facility for alumni members in the heart of downtown Minneapolis. Both projects are under careful consideration.

Advertising - income this year has been almost triple because of a new program that has been put into effect. This means income for the Association - plus a better magazine.

Our alumni records - which for the past four years have been on punch cards, actually the first complete alumni system to be put on punch cards - are now being converted to computer and tape. This, too, will give speed and ease of selection and addressing as well as other important advantages.

The Minnesota Alumnae Club joined the Association as its newest constituent group - big plans are under way for the Alumnae of the University.

The Minnesota Alumni Association office space in 205 Coffman Union is badly over crowded. New quarters are essential in order that good staff work can proceed. It was hoped that a new location could be announced at this meeting - but unfortunately there is no news as of this time.

The Association is active in support of the University. Over 2,000 alumni each year are actively engaged in alumni work, through the class structure, the college groups, alumni clubs and alumni committees. The work of the Alumni Association is carefully documented in the Association's Annual Report. This report comes out in August - it is worthwhile reading. If you have never read it, you will be surprised at the scope and size of the alumni program. If you want a copy, just drop us a card and we will be happy to send it to you.

Finally, I want to express my appreciation to the members of the Executive Committee, members of the Board of Directors, members of the Alumni Committees, to Class, Club and Constituent Groups, all of whom have been working so hard in behalf of the Association and University. Also, I want to say thanks to the 18,000 members that make all of this possible.

Joe Maun presented Citations of Merit to the following Board members present:

Ann Thorbeck Richter '37BSHE
 Albert A. Heimbach '42BBA
 Barbara Damon '52BA; '56BSN
 Marjorie M. Hamlin '37BSEd
 Roger S. Reid '50BSPhm

Also, Citations were given to the retiring members of the Board:

Dean Theodore C. Blegen '12BA, '15MA, '25PhD
 Arthur B. Poole '17BA

Then he read and presented a Citation to Dr. Lundquist as National President.

The meeting adjourned by the singing of "Hail Minnesota" lead by Roy S. Schuessler.

Respectfully submitted,



ED HAISLET
 EXECUTIVE DIRECTOR

ELH: jz

THE MINNESOTA ALUMNI ASSOCIATION
 205 Coffman Memorial Union
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 Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the members of the Executive Committee of The Minnesota Alumni Association, a meeting was held in 205 Coffman Memorial Union on Monday, July 23, 1962, at 4:00 p.m.

In attendance were: Joe Maun, President; Franklin D. Gray, Edwin A. Willson, Cy P. Pesek, Algot F. Johnson, Al Heimbach, Dr. Virgil J. P. Lundquist and Ed Haislet.

The Committee nominations for the 1962-63 year were approved as recommended. Senate Committee nominations go to the President's office to be brought before the University Senate for confirmation. The following committee members were appointed:

Senate Committee on Student Affairs

Janet Hart Widseth (BSHE'39)
 Minneapolis, Minnesota expiration 1963

Leonard L. Kallestad (MD'39)
 Wayzata, Minnesota expiration 1963

Senate Committee on Intercollegiate Athletics

Virgil J. P. Lundquist (MD'43)
 Minneapolis, Minnesota expiration 1963

Joseph A. Maun (BA'32; LLB'35)
 St. Paul, Minnesota expiration 1964

Senate Committee on Military Affairs

Oscar H. Anderson (BSED'32)
 Mahtomedi, Minnesota expiration 1963

Robert P. Provost (BSED'49)
 Excelsior, Minnesota expiration 1964

Representatives on Union Board of Governors

Edwin C. Braman (BA UC'43) - Minneapolis Campus
 St. Paul, Minnesota expiration 1963

Mrs. Ralph M. Jacobson (BSHE'31) - St. Paul Campus
 (Charlotte Lucille Verrell)
 Minneapolis, Minnesota expiration 1963

The Investment Committee

Clifford C. Sommer (BBA'32) Chairman
Owatonna, Minnesota

Wendell T. Burns (BA'16)
Excelsior, Minnesota

Sam W. Campbell (BA'25; LLB'27)
Minneapolis, Minnesota

James C. Harris (MBA'47)
Minneapolis, Minnesota

Paul Reyerson (BA'17; LLB'19)
Minneapolis, Minnesota

John K. Fesler (BA'24; LLB'26)
St. Paul, Minnesota

Alumni Honors Committee

George L. Faber (NG'16-17) Chairman
Chicago, Illinois expiration 1963

Lewis W. Thom (DDS'15)
Minneapolis, Minnesota expiration 1964

Theodore C. Blegen (BA'12; MA'15; PhD'25)
St. Paul, Minnesota expiration 1965

Presidents and Alumni Fund Advisory Committee

Consists of all Past Presidents
Virgil J. P. Lundquist, Immediate Past President and
Chairman of the Alumni Fund Advisory Committee

The new custodianship agreement between the Midland National Bank and The Minnesota Alumni Association was approved and signed by President Joe Maun.

A committee consisting of Dr. Virgil J. P. Lundquist, Chairman, Algot Johnson and Al Heimbach were named by President Maun to bring in the nominating reports for additional Board members to be appointed by the Board.

A letter from Vice President Stanley J. Wenberg was read which indicated that the Pillsbury house was no longer available to the Association. The Executive Director indicated that Vice President Wenberg has asked the Committee to reconsider the Litzenburg property at 711 East River Road; \$16,000 has been se

aside by the University to rehabilitate the building. The Executive Committee after discussion reaffirmed their original position, that the Alumni Association not move into the Litzenburg home for the following reasons: space is inadequate in terms of size with only 200 square feet being gained for actual office use; the office would be small and inadequate to do the job that has to be done; because of the age of the house it would be subject to continual remodeling and fixing; until the University is willing to put in \$20,000 for remodeling this amount of money should not be spent unless the results are completely satisfactory. It was the feeling that the Alumni Association should stay in the Union, inadequate as the space is, until such time as proper space is found. The Executive Committee is requesting the administration funds to remodel the one large room in Coffman Memorial Union so that better use of space can be made.

The Escrow Agreement between the Union Central Life Insurance Company and The Minnesota Alumni Association was approved and signed. This allows the Union Central Life Insurance Company to hold in Escrow the money coming from premiums on the term life insurance program until 500 policies have been written and the insurance put into force.

The matter of an alumni European tour for next summer was discussed. It was voted to leave it up to the Executive Director as long as it did not cost the Association any money. (At a subsequent meeting with Joe Maun, it was decided it would be better if the tours would be built around special places of interest concerning colleges; for example, in medicine it should be places of medical interest, etc. In this way, it could be tax exempt, and also it would be more of a social group with a better chance for success.) It is along these lines that the Executive Director will proceed.

The new Alumni Fund and Development Program at the University was reviewed by the Executive Director. It was the consensus that complete information on this matter be furnished to all Board members.

The new position of Administrative Aid to the Executive Director was described and the appointment of Mrs. Janet Hart Widseth to the job was approved.

MAA Insurance Program is under way and off to a good start; hopefully, it will be a success.

The Executive Committee deferred activity on the club facility program until the recommendation of the Committee is brought in.

The life membership program was discussed. Principally, while most of the telephone campaign has been successful, no way yet has been found to close the contracts and collect the membership fees. However, new plans are being developed and the program will continue at least through September.

On motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Ed Haislet", written over the typed name.

ED HAISLET
EXECUTIVE DIRECTOR

ELH:jp

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the Executive Committee, a special meeting was held in 205 Coffman Memorial Union on Thursday, August 2, 1962, at 4:00 p. m.

In attendance were: Joe Maun, President; Clifford C. Sommers, Cyril P. Pesek, Al Heimbach, and Ed Haislet. Also attending was Richard Fitzgerald, Chairman of the Special Committee on Alumni Club Facilities.

The meeting was held with the special purpose of hearing the recommendation of the Special Committee on Alumni Club Facilities.

President Joe Maun began the meeting by introducing Mr. Fitzgerald and asking if he would report for his committee. Mr. Fitzgerald went over the proposals for the North Star Center and briefly mentioned the proposal of the Sheraton Hotel. He first explained the physical layout of the Club and then discussed the over-all Club operation. He then discussed the latest financial proposition from the Baker Properties in regard to space in the North Star Center.

Space would cost \$5.00 per square foot, and the space would be under 6,000 square feet on the seventh floor of the North Star Center. The Baker Properties will pay the first \$50,000 of the installation of furniture and fixtures for the Club Facility and the Alumni Association would assume the obligation for the next \$50,000 after which the Baker Properties will take on over \$100,000 up to \$10,000 additional. However, the Baker Properties would amortize the whole operation and the Association would pay back the \$50,000, their obligation, over a five-year period at 6 per cent interest. It is also agreed, by the Baker Properties, that should the Alumni Club prove unsuccessful and become insolvent during the term of their lease (a five-year lease) the Alumni Association would have the right to cancel the lease in 90 days on written notice. This would relieve them of any further rental obligations that would be payable for the duration of the lease, and, at the time of cancellation, pay the Lessor only one-half of the then unamortized remodeling expense. It would further be understood that in the event of such cancellation, the ownership of the furniture, fixtures and improvements would be invested in the Lessor. In other words, in the event of the dissolution of the Club for the above reasons, Baker Properties would cancel all rentals due under the lease and assume one-half of the remodeling cost then unpaid. The Alumni Association would be liable for only one-half of the unpaid remodeling cost.

Financially, this means that the Association would pay \$30,000 rent; would amortize \$50,000 over five years at \$11,500 a year; would engage a manager for \$7,500 or less; and would assume the expenses of telephones, magazines and other necessary operating expenses and promotions probably running about \$10,000 a year for a total obligation of about \$50,000 a year. However, this would be balanced by 2,000 members of the Association paying a fee of \$2.50 a month for membership, or \$60,000 a year, plus the initiation fee of \$12.00 for \$24,000 capital monies, plus a 5 per cent override on food and a 5 per cent override per drink. It is the feeling of the Baker Properties, who would operate the food and drink facilities, that this would bring in an additional \$18,000. The Association, with 2,000 members at \$2.50 each, would have an income of \$60,000 plus \$18,000 on overrides or a total of \$78,000.

Total liability of the Association would run about \$50,000.

If, on cancellation in 90 days, there would be three months rent due which would be \$7,500 at the most, plus 50 per cent of remaining unpaid remodeling cost of \$50,000 or \$25,000, plus promotions expense, and personnel services, or about a \$50,000 liability just to open the doors.

The questions raised were on finances, cost of food and liquor, who would set the prices, housekeeping and maintenance, kitchen operation, and whether tips would be on, (for instance, 15 per cent or 10 per cent charge to be on food and beverages) swimming pool facilities available to members, credit, etc. It was felt that the credit side should not be handled by the Association. It was felt that the objective of the Club should be one of service to the alumni, and, of course, a benefit to members - but not to make money but not to lose money either.

Other questions raised were: Could two thousand members be attained? Was \$2.50 a month or \$30.00 a year too much for membership dues, especially with the 20 per cent governmental tax? Should there be special non-resident fees, etc.?

It was the recommendation of the Special Committee on Alumni Club Facilities that they be allowed to negotiate a lease with the Baker Properties for space on the seventh floor of the North Star Center; the lease would entail all details described as well as others. After discussion, the Executive Committee felt favorable toward the over-all plan. However, because there is an Association liability of some \$50,000 just to open the doors, the full Executive Committee, plus as many members of the Board as possible, should be present to make the final decision. Therefore, the President agreed that a special meeting was necessary to accomplish this and that it should be done as soon as possible because a time factor is involved. A breakfast meeting was set for August 9, 1962, at 7:45 a. m., Minneapolis Athletic Club. Notices are to go out directly.

After thanking the Chairman of the Committee for appearing, a motion was duly made and seconded; the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ed Haislet". The signature is written in dark ink and has a long, sweeping horizontal line extending to the right from the end of the name.

ED HAISLET
EXECUTIVE DIRECTOR

ELH:jz

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After thanking the Chairman of the Committee for appearing, a motion was duly made and seconded; the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ed Haislet". The signature is written in dark ink and includes a long horizontal flourish extending to the right.

ED HAISLET
EXECUTIVE DIRECTOR

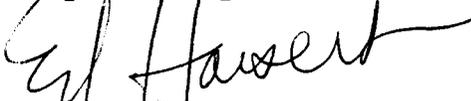
ELH:jz

unanimously voted that the Alumni Club Facility Committee be authorized to negotiate the lease with Baker Properties to best advantage to the Association and with no liability.

It was indicated that the promotion should be handled through Ed Haislet and if the campaign should bog down, he was then authorized to call in professional help to get enough members to guarantee the success of the Club the first year, before the opening date. It was felt that President Maun, Dick Fitzgerald, and others who had been in on the matter should get together to work out points to be negotiated with Baker Properties before signing the lease.

On motion duly made and seconded the meeting adjourned.

Respectfully submitted,



ED HAISLET

ELH:jp

8/15/62

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to members of the Board of Directors, a special meeting was held Tuesday, August 9, 1962, at 7:45 a.m. at the Minneapolis Athletic Club.

In attendance were: Joe Maun - President, Robert J. Bjorklund, Beatrice Heagle, Algot F. Johnson, V. Arthur Koivumaki, Dr. Virgil J. P. Lundquist, Elwood R. Maunder, Cyril P. Pesek, Charles Judd Ringer, Otto A. Silha, Clifford C. Sommer, George P. Sweeney, Jr., Edwin A. Willson, Dick Fitzgerald, Al Heimbach (proxy), Vice President Stanley J. Wenberg and Edwin L. Haislet.

The meeting was called for the specific purpose of hearing the report of the Special Alumni Club Facility Committee, chaired by Dick Fitzgerald. Mr. Fitzgerald went over background information and referred to the sample survey which had been made, indicating that 37.8 per cent would become members and another 34 per cent saying perhaps and indicating that there are 25,000 alumni in Minneapolis alone. Outstate questionnaires revealed that 17 per cent said they would join. Outside the Twin City area there are 35,000 alumni or another 6,000 possible members. He went into the Baker Property proposal- location, furnishings, financing, provision for a no-risk lease, and Association liability. However, Mr. Dale Morton of Baker Properties in the conversation with the Executive Director on August 7th said that the effective liability lease would be contingent upon obtaining "X" number of members by the time of club opening or the lease would be cancelled ("X" number of members being 1500). This was a most important point. The cost of promotion and other items to be determined by the committee would be discussed before negotiating the lease.

Joe Maun then went over additional backgrounds and opened the meeting to questions. Cy Pesek indicated that at first he had been against it, but now he was for it especially since there was no liability for the Association. Regent Otto Silha felt that there was a real good chance for success, pointing out the lack of meeting facilities in the downtown loop. Cliff Sommer raised the question of experience of other clubs, if the membership charge of \$2.50 was too much and could we get 2,000 members? The matter of food and liquor surcharges was discussed. Vice President Wenberg said that there was no institutional objections to the Club, in fact, a good case could be made out for an Alumni Club Facility; that an Alumni Club could be a good rallying point for alumni. Most of the members present expressed themselves. Then on motion made by Algot Johnson and seconded by Cy Pesek it was

THE MINNESOTA ALUMNI ASSOCIATION
 205 Coffman Memorial Union
 University of Minnesota
 Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to members of the Executive Committee of The Minnesota Alumni Association, a meeting was held on Monday, September 10, 1962, at 4:00 p.m. in 205 Coffman Memorial Union.

In attendance were: Franklin D. Gray, presiding, Edwin A. Willson, Rolf Fosseen and Edwin L. Haislet. Contacted by phone and approving actions taken were President Joe Maun, Al Heimbach, and Dr. Virgil J. P. Lundquist.

Minutes of the meetings of the Executive Committee on July 23rd and August 2nd were approved as sent.

The report of the Special Nominating Committee chaired by Dr. Virgil J. P. Lundquist was heard. Nominations offered were according to the Bylaws, Section 4, Article 2 that the following names be added as members at large to The Minnesota Alumni Association Board of Directors:

Three year terms

Mr. Louis Gross '25LLB
 Minneapolis, Minnesota

Mr. Kenneth Duncan '10Mines
 Duluth, Minnesota

Two year terms

Mr. Ed LaFave, Jr. '47BA
 Morris, Minnesota

Mr. George S. Arneson '49BE
 Evanston, Illinois

One year terms

Mr. Fred J. Agnich '37BA
 Dallas, Texas

Mr. Robert J. Swenson '29BBA
 Los Angeles, California

The report of the Nominating Committee was approved and acceptance recommended to the Board of Directors. It was felt that these people should be contacted as to whether they would accept the nomination and only then would their names be submitted. Otherwise, all names submitted to the Board should be willing to serve.

An amendment to the Bylaws was proposed - a special faculty membership to be offered at \$2.50 annually. This membership would be renewable as long as the person is a member of the faculty or is a retired member of the faculty. After discussion, it was decided that the Bylaws to the Constitution should be amended at the next meeting of the Board,

September 24th, and that these minutes which are sent to all members of the Board is official notice that the amendment of the Bylaws will be discussed and voted on at the meeting. (Amendment is attached.)

The plan for this year's Legislative Program was gone over. Ten contacts set up by the legislative steering committee were talked about and certain suggestions made regarding their names. This same list will be proposed to the Past Presidents for their discussion and consideration.

Four football seats are available for each football game and President Joe Maun is inviting as his guests legislators and their wives for each of the games. They will be the guests of Mr. Maun at the Town and Country Club before the game. Likewise, early in December a dinner for the Minneapolis delegation and a separate dinner for the St. Paul delegation will be held.

On December 1st a special meeting of the Presidents of the Minnesota Alumni Clubs, legislative contacts and members of the Board will be held starting with a luncheon, a three hour briefing session, dinner, and a basketball game.

Regarding the Alumni Club Facility, agreement has been reached with the North Star Center and the lease will be prepared. Meanwhile, Mr. Dick Fitzgerald is preparing a new non-profit corporation; The University of Minnesota Club Corporation will have an overlapping directorship with The Minnesota Alumni Association. This corporation will sign the lease and operate; The Minnesota Alumni Association will guarantee the lease.

The only change in the basic agreement as discussed in the special meeting of the Board and described in the minutes of August 2nd and August 9th is: rather than five cents be paid for each drink, $6 \frac{2}{3}$ percent on the gross on all alcoholic beverages would be payable monthly. Also, after \$75,000 gross on liquor and a \$175,000 gross on food has been reached, the Association will participate 10 percent on gross liquor sales and 5 percent on the gross food sales.

The Minnesota Alumni Association Insurance Program will be off the ground as of October 1st. At the present time, 400 policies have been accepted with the third mailing yet to go out.

The change being made on the life membership program is that the telephone campaign committee, in talking to the prospective member, will indicate that the person has been nominated by the Board of Directors of the particular constituent group to which the person would belong. For instance:

"Dear Mr. X:

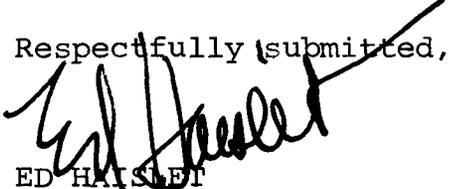
You have been nominated by the Board of Directors of the (Minnesota Pharmacy Association) for a life membership."

Inasmuch as all alumni will be approached, and because each Constituent Board is anxious for as many members as possible, this is, we feel, a better and simpler approach than what we had.

The next Board meeting will be a dinner meeting held September 24th. It was discussed whether or not the Board meetings should be at breakfast, dinner, or at another time. It is felt that the Board meetings shouldn't be rushed and should be held at dinner time. It was felt, however, that Executive Committee meetings could be held at breakfast rather than four o'clock in the afternoon with probably a better turnout.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

ELH:jp

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the Board of Directors, a regular meeting was held Monday, September 24, 1962, at 5:30 p.m., Campus Club, University of Minnesota.

In attendance were: Joe Maun - President, Arndt J. Duvall, Rolf Fosseen, Glen F. Galles, Robert B. Gillespie, Franklin D. Gray, Beatrice Heagle, Albert H. Heimbach, Algot F. Johnson, V. Arthur Koivumaki, Dr. Virgil J. P. Lundquist, Jerald A. Mortensen, George P. Sweeney, Jr., Lois Troemel, Edwin A. Willson, Wendell T. Burns, J. D. Holtzermann, Leif R. Strand, Oscar H. Anderson, Robert P. Provost, Ray Chisholm, Joe Davidson, Dennis Swan, Janet Widseth, and Ed Haislet. *also by Resek.*

President Joe Maun opened the meeting by welcoming newly elected Board member Judge Robert B. Gillespie.

The minutes of the July 23rd, August 2nd, and September 10th Executive Committee were approved as sent.

Joe Maun then called upon the Executive Director to introduce staff members and review the program for the coming year.

The Executive Director indicated that the new Alumni Fund was now organized and operating; that the Advisory Committee, consisting of the Past Presidents would meet October 1st. The material on the Fund found at each place would explain some of the details of the new Alumni Fund.

Memberships for the last two months have been the highest ever; 18,659 for August and 19,302 estimated for September.

Also referred to was the Annual Report which was handed to members present.

Ray Chisholm was called upon to talk about his particular areas of responsibility. He said he has several areas one which was working with constituent groups; there are now twelve college groups under his direction. Several will hold annual meetings within the next few months. His office is having a difficult time keeping up with these programs. He also indicated that he has spent a lot of time working on the Student Center Project of the Medical Alumni Association.

He talked briefly about his responsibilities in regard to outstate clubs for which a new regional district set up is being outlined; of his continuing responsibility to co-ordinate the Alumni Office records mailing operation with Data Management, Inc., and also, his fund raising responsibilities with the constituent groups.

Dennis Swan indicated that he will be in the field forty of the fifty-two weeks, five days a week. He is working with the clubs both on club structure and reorganization during the fall and in the winter he will work on program. Programming for the clubs encompasses recruitment of good students, scholarship programs with the hope of raising scholarship money and membership. Also, he has been pitching on Amendment No. 2 with good results. He is talking about the Alumni Club Facility and the new insurance program.

Joe Davidson outlined a publishing schedule for the ALUMNI NEWS but indicated that there are always things unexpected happening to interrupt publication such as last year's Rose Bowl. The October issue is traditionally a catch-all issue and a catch-up issue; the November issue will be a special Education issue, December the University and the City; January the Legislative issue; February a special Faculty issue; March a special Alumni issue; April on Teaching; May on Research; June on Special Service. It is hoped that a special issue on continuing education will replace one of the above stated issues.

Janet Hart Widseth, former MAA Board member and now a member of the staff, indicated her areas of responsibility. She will work with the Alumnae Club as Executive Secretary; have student-alumni relations - including a student membership and foreign student program; overall membership planning; the class reunions and fund raising with the classes. Also, she is working on some special events such as the Legislative Briefing Session and on a Continuing Education Program for alumni.

The Executive Director said that the MAA insurance program would go into force October 1st and that at the present time there are 50 applications. (628 as of October 1st)

Joe Maun introduced Dick FitzGerald, chairman of the Alumni Club Facility Committee. Dick explained that as of September 26th a letter had been sent to the North Star Center indicating their proposal was not acceptable. The background of this matter, which is confidential and should not be publicized, is that the North Star Center failed to keep faith with the committee and that they had

Minnesota Alumni Association - Board Minutes
Page Three
September 24, 1962

indicated and given their word that they would not allow the Hennepin County Bar Association to have the club on the seventh floor of the North Star Center. Then they went right ahead and negotiated with the Hennepin County Bar Association and gave to them a better financial deal than to the Alumni Association.

Due to this breach in faith and the fact that the committee does not think the Alumni Center can operate with another club next to it besides the other three food facilities that will be on the same floor plus a real public relations problem if the Alumni Association insists that the Bar Association should not be there , for these reasons the letter was sent to North Star indicating that they were no longer interested in the proposition.

Negotiations have been started with the Sheraton Hotel for an Alumni Club Facility.

Dr. Virgil J. P. Lundquist reported for the Nominating Committee for the at large members of the Board. The Nominating Committee report was unanimously adopted, and elected to the Board of Directors for three year terms - Lou Gross, 25LLB, Minneapolis; Kenneth Duncan, 10Mines, Duluth; two year terms - Ed LaFave, Jr., Morris, Minnesota; George S. Arneson, 49BEE, Pittsburgh, Pennsylvania; and for one year terms - Fred J. Agnich, 37BA, Texas; and Robert J. Swenson, 29BBa, Los Angeles, California. All nominated had indicated that they would serve.

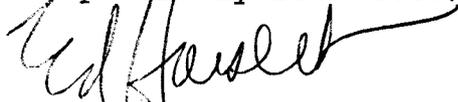
Joe Maun indicated that in order to allow the faculty to enjoy the Alumni Club Facility that an amendment of the bylaws had been proposed at the last meeting of the Executive Committee. The amendment would allow faculty members membership in The Minnesota Alumni Association. As members of the Minnesota Alumni Association, the faculty could then participate in the Insurance Program and in the Alumni Club Facility.

A copy of the proposed amendment had been sent with the minutes of the Executive Committee meeting of September 5th which upon receipt of the amendment constituted official notice to the Board members of the amendment to the Bylaws to be voted upon. The amendment, which all members had received, was passed out again and after discussion, it was voted to amend the Bylaws as follows: Article IV. Members and Meetings. Section C. Persons holding a full time academic appointment as a member of the faculty of the University of Minnesota shall be eligible for annual membership as long as said person remains a member of the faculty. Faculty members upon their retirement shall be eligible to retain annual membership. Likewise, members of the Board of Regents and administrative officers are eligible for membership on an annual basis. Such persons upon the payment of \$2.50 annual dues shall become a member of The Minnesota Alumni Association.

Joe Maun then asked the Executive Secretary to talk briefly about the Alumni Legislative Program on December 1st. A Legislative Briefing Session will be held. The Board of Directors, Past Presidents and Club Presidents of the Association will all be invited to attend. The session will start with a luncheon in Coffman Union and continue all afternoon with a dinner at 6:00 p.m. in the Campus Club and then everybody going to the basketball game at 8:00. It is hoped that all Board members will be able to attend this meeting. Also, certain Legislative contacts have been assigned to the Alumni Association and the Past Presidents at their meeting on October 1st will consider the program. Also planned will be a dinner meeting for the Minneapolis and St. Paul Delegations in December.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET

EH:sw

10/10/62

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the Past President's Committee, a regular meeting was held Monday, October 1, 1962, at 5:30 P.M., Campus Club, University of Minnesota.

In attendance were: Russell E. Backstrom, William F. Braasch, Hibbert M. Hill, J.D. Holtzermann, Arthur R. Hustad, Dr. Virgil J.P. Lundquist, Dr. Harvey Nelson, Glenn E. Seidel, Wells J. Wright, Edgar F. Zelle, Wendell Burns, and Edwin L. Haislet. *(Edgar F. Zelle)*

The Past President's Committee, acting first in their capacity as Advisory Committee to the new University of Minnesota Alumni Fund, was called to order by Dr. Virgil J. P. Lundquist, Chairman.

The first order of business was the adoption of the bylaws which had been set up prior to the meeting. It was felt that the purposes were not clearly stated and the section on purpose should be written to that end. The following sections have been revised:

Section I

The Minnesota Alumni Fund will have as its advisory and consultive group the Past President's of the Minnesota Alumni Association. The group, to be known as the Alumni Fund Advisory Committee (AFAC), will be appointed annually by the President of the Minnesota Alumni Association.

Section II

The purpose of the AFAC will be to carry on the function of the Board of Trustees of the Greater University Fund, as it pertains to Alumni giving and Alumni projects. It will set the over-all policy of the Alumni Fund; will guide and counsel the fund director on plans, programs and budgets; will each spring recommend projects to be supported from unrestricted funds raised.

Elected to the Executive Committee, which according to the bylaws include five members consisting of chairman and four members by the committee, are as follows: Wendell Burns, Arthur R. Hustad, Dr. Harvey Nelson.

Wells J. Wright was elected Vice Chairman.

It was voted that the winter meeting be held at 4:15 P.M. on January 21, at 205 Coffman Memorial Union; this being the date of the meeting of the Board of Directors Alumni Association.

The fund set-up was reviewed and the two mail campaigns were discussed.

On motion duly made and seconded the meeting adjourned.

The Past President's Committee then reconvened as the Legislative Committee of the Association with Hib Hill presiding. The first order of business was the election of a new chairman. It is felt that as in the past the chairman should be appointed by the Minnesota Alumni Association President, Joe Maun. Joe Maun did appoint J. D. Holtzermann as chairman for a two year term expiring the first meeting of the Past President's committee the fall of 1964.

Legislative plans for the Association were discussed. First, the Legislative workshop to be held December 1. The President and other administrative officers will meet with Alumni leaders and contact people at a Legislative Workshop December 1, 1962.

The program will begin with registration at 11:30 A.M., in the east wing of the Campus Club, Coffman Union. At the luncheon meeting President Wilson and others will talk on the University maintenance and building request. After this first meeting there will be a break. The second session will consider the overall function of the Alumni Association and with particular reference to Alumni chapters, their programs and problems. Dinner will be held in the east wing of the Campus Club at 6:00 P.M., followed by a basketball game; Minnesota vs Wake Forest at Williams Arena.

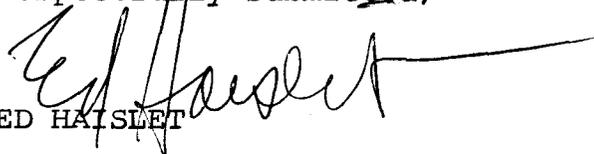
All Board members and Past President's have been sent invitations, as well as the Presidents of Alumni Chapters in the State of Minnesota.

The date of December 3, 1962 has been set for a meeting with the Hennepin County delegation and December 10, 1962 for a meeting with the Ramsey County delegation. The meeting with the Minneapolis delegation is to be held at the Minneapolis Athletic Club and the St. Paul delegation at the St. Paul Athletic Club. The Past Presidents will act as hosts along with the Members of the Executive Committee of the Board of Directors. The meeting will be purely social and will be chaired by J. D. Holtzermann, who will merely make introductions. Information on these meetings will be sent to the Past Presidents and Executive Committee members shortly.

Next the discussion was on the legislative contacts which have been assigned to the Past Presidents. Edgar F. Zeele said he would like to be the contact for Gordon Rosenmeier. J.D. Holtzermann said he would try to find out who should be the contact for John P. Skeate. Holtzermann, likewise, would take Don Wozniak, and would get Dan Feidt to work with Don Wright. As regards to John M. Fitzgerald, Holtzermann said that he knew Bob Cosgrove well and he would talk to Cosgrove about Fitzgerald. Bill Braasch said he would take Bob Dunlap. The name of Tom McCabe, Duluth, was suggested as the person to talk to Jerry Heeney. Also, the question was raised, "Could Rich Griggs do anything about Heeney?"

The motion was made and duly seconded; the meeting adjourned.

Respectfully submitted,


ED HAISLET

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota
October 24, 1962

MINUTES

Pursuant to notices sent to the Members of the Executive Committee of the Minnesota Alumni Association, a meeting was held Monday, October 22, 1962 at 4:00 P.M. in 205 Coffman Memorial Union.

In attendance were: Franklin D. Gray, presiding; Charles Judd Ringer, Edwin A. Willson, Rolf Fosseen, Cyril P. Pesek, Algot F. Johnson, Dr. Virgil J. P. Lundquist and Ed Haislet.

It was reported that the New Out-State Club Travel Program was in process and the country has been divided into three regions, that the clubs in each section have been delineated; that travel plans will be made for March and April with the faculty and administration and Alumni personnel traveling to meet with the clubs.

The Minnesota Alumni Association Insurance Program was discussed. At the present time 520 policies have been approved by the Union Central Life Insurance Company of Cincinnati. 700 applications have been received to date. Out of this number 28 have been turned down. The Insurance program was in force as of October 1st and letters and certificates are being mailed at the present time. Plans have been made to include brochures with the faculty membership mailing, and likewise to the class of 1962. It is possible, also, that a mailing of 88,000 will be made to non-members later.

As regards the Downtown Club facility, the Sheraton Hotel is interested and will soon submit a bid. A meeting has been held with their representative and their Executive Vice President. The facility will be on the 2nd floor, Nicollet and 3rd Street side. There would only be one other restaurant on the same which would be on the other side of the building. Hopefully the proposition will soon go before the Board and decision be made.

A Legislative Workshop is being held on December 1st. All Members of the Board of Directors and Past Presidents have been invited, as well as Presidents of the Alumni Clubs. At present a total of 50 are expected for lunch and 35 for the afternoon sessions. A second letter will go out in November. The meetings will be held in the East Wing of Coffman Union and at the luncheon President Wilson will preside and present the Maintenance Program for the University along with other Members of the Administrative Staff: Vice President Larry Lunden, Vice President Wenberg, Ray Amberg and Ted Fenske. Actually it will be a trial run by the Administration for their legislative presentation. The meeting will continue until about 4:00 P.M. There will be a break at that time, after which the functions of the Alumni Association and the program of Alumni Chapters will be discussed.

Dinner will be held in the East Wing of the Campus Club at 6:00 P.M. Afterwards everyone will attend the basketball game, Minnesota vs. Wake Forest at the Williams Arena.

316

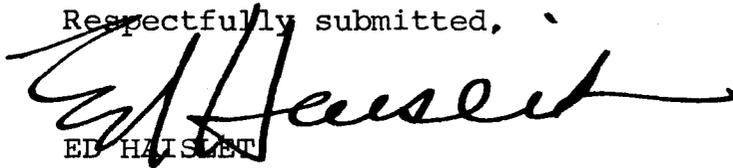
Membership letters have been prepared to send to the 3600 members of the faculty. The letters will be sent through campus mail to save postage. Duluth and Morris mail will be sent directly in the bundles to those places to be placed in P.O. boxes - again get away from postage. The Alumni Insurance Brochure will also be sent.

The remainder of the meeting was given over to discussion of problems in the Alumni office - the problem of proper help and the problem with Civil Service - the need for more equipment in the Alumni Fund Office in order to do the job - the problem with the mailing service that has been experienced. All these matters however, have been pursued to their logical conclusion and solutions have been reached.

As regards office space, \$3600 has been given to the Association to the Alumni Office to partition the large office. While this will not give more space, it will give more efficient use of space plus better lighting. However, it looks like no new and enlarged quarters for at least two years. The Executive Committee expressed dissatisfaction with this and the question was raised as to the Pillsbury Mansion. It was noted that it is still standing there and hasn't been taken down yet.

The motion was made and duly seconded; the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE SECRETARY

EH:mb

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the members of the Executive Committee of The Minnesota Alumni Association, a meeting was held Monday, December 17, 1962, at 4:00 p.m. in 205 Coffman Memorial Union.

In attendance were Joe Maun, President; Edwin A. Willson; Franklin D. Gray; Clifford C. Sommer; Dr. William E. Proffitt; Albert H. Heimbach; Dr. Virgil J. P. Lundquist and Ed Haislet.

The meeting opened with an assessment of the Legislative Workshop - December 1st, and the legislative meetings December 3rd and 10th. As regards the Workshop, it was felt that it was good and accomplished what it intended to. The only concern was that so few alumni were in attendance and that it should be enlarged to include more alumni, if possible.

As regards the meetings on December 1st and 10th, it was felt that as regards St. Paul, that there should be more St. Paul people in attendance. It was pointed out, however, that this was a meeting of the Past Presidents which is the Legislative Committee of the Association, in order to get acquainted with legislators in both Hennepin and Ramsey counties and in no way was it intended to bring from Minneapolis alumni to meet Minneapolis legislators or St. Paul alumni to meet St. Paul legislators. However, it was felt that probably more of our top leaders in St. Paul should be invited to this type of a meeting next time.

Out of this discussion again grew the same old question, "Why is the University so large?" It was felt that because this question is asked so often by so many legislators, that we should have a pamphlet which gives potent answers and arguments as to why the University should grow and make it a positive approach.

As regards the Annual Meeting, which will be held June 3, 1963, in the Ballroom of Coffman Memorial Union, the following list of names were suggested as possibilities for the speaker: U. Thant, Executive Director of the UN, President of the Ford Foundation, President of the Rockefeller Foundation, Walter Heller, Gddwater, Nixon, Ford, Romney, Walter Reuther, Eisenhower, Norstad and Dirksen.

It was explained that Senator Dirksen would probably receive the Outstanding Achievement Award at this time and would be a fine speaker. Almost everyone said they would like to hear him, but it was felt that if possible the speaker should not be a politician. First choice was Eisenhower, then Norstad, then U. Thant. The Executive Director will see if an invitation can be written by President Wilson and Joe Maun jointly.

As regards negotiations with the Sheraton Hotel, a lease should be forthcoming sometime very soon so that Dick FitzGerald and his committee can check it over and then bring in their recommendations to the Executive Committee.

The Life Membership Program was discussed. Some members thought the original letter was not in good taste and objected to it. Others felt that because the letter did attract attention and was producing a lot of life members that it was the kind of letter that should be sent. However, a new letter is in process and will be started the first of January over the signature of Ed Haislet. members of the Board were sent a copy of the new letter. The phone the telephone has been changed for the last thirty days. Whether the new letter will produce results, of course, is not known.

As regards the Insurance Program, as of December 17th, seven hundred and forty-seven applications have been received, five hundred and ninety-five have been paid and approved, ninety-three have been declined and forty-eight are undergoing underwriting. Ten individuals were accepted but did not take out the insurance. Only one has failed to pay. Applications are being received per week. At the present time there is \$5,950,000.00 worth of insurance in force with likely another twenty-five out of the forty-eight undergoing underwriting approved, which would mean six hundred and twenty approved and processed of \$6,200,000.00 in force. Premiums, at the present time, amount to about \$42,000.00 per year. At the present time active membership of the five hundred and ninety-five are being checked. No doubt this has been a membership boost in the Association.

On motion duly made and seconded, the meeting adjourned.

- Respectfully submitted,

Ed Haislet
ED HAISLET

- *EH* Director .

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

Minutes

Pursuant to notices sent to the members of the Board of Directors of The Minnesota Alumni Association, a meeting was held on Monday, January 21, 1963, at 5:30 p.m. in the Campus Club, Coffman Memorial Union.

In attendance were: Joe Maun, President; Bruce Abrahamson, Fred Agnich, George Arneson, Dr. Lyle Brecht, Kenneth Duncan, Ray Foley, Rolf Fosseen, Robert Gillespie, Franklin D. Gray, Louis Gross, Beatrice Heagle, Al Heimbach, J. D. Holtzermann, Charles McGarraugh, Jerald Mortensen, Judd Ringer, Clifford C. Sommer, Betty Sullivan, Mrs. Lois Troemel, E. A. Wilson, Janet Hart Widseth, Ray Chisholm, Joe Davidson, Ed Haislet and special guest Dick FitzGerald.

President Joe Maun introduced the newly appointed members of the Board; Fred Agnich from Dallas, George Arneson from Pittsburgh, Kenneth Duncan from Duluth and Louis Gross from Minneapolis,

The minutes of October 2nd and December 17th were approved as sent out.

Four constituent groups were then heard. Mr. Charles McGarraugh, newly elected President of the School of Business Alumni Association, talked about their annual fall institute which was held October 2nd, at which time they had eight seminars in the afternoon, followed by a social hour. At the dinner Fred Kappel of A. T. & T. was the main speaker. He indicated that they planned to continue the same kind of program. Hopefully we will be able to get an outstanding speaker for this coming year.

Bruce Abrahamson, newly elected President of the Institute of Technology Alumni Association, said their annual meeting was held at the Town & Country Club on November 29th, with Dean Spilhaus as their main speaker. Two Outstanding Achievement Awards were presented with Regent Hughes making the presentation.

Ray Foley, newly elected President of the Science, Literature and Arts and University College Alumni Association, indicated that they had about 300 members out of a possible 14,000 and that their annual meeting was held in October. Two Outstanding Achievement Awards were presented by Regent

Otto Silha. The speaker was John Stuart Allen, President of South Florida University at Tampa.

Dr. Lyle Brecht, newly elected President of the School of Dentistry Alumni Association, said they had 1,000 out of about 3,100 alumni and they hoped to improve their membership this coming year. The Association keeps in close contact with the senior class; had an alumni booth at the Minnesota State Dental Association meeting. They had their annual meeting at the Union with a seminar in the morning at the Dental School, lunch at the Union, and followed with a meeting afterward usually right in the Union.

President Maun said there were several matters which they could dispose of quickly. One was, he has appointed a nominating committee, chaired by Al Heimbach; consisting of Wally Boss, George Sweeney, Earl A. Larson, and John Fesler. The committee meets on January 31st.

A letter was then read which indicated that General Eisenhower would not be able to be the speaker for the Alumni Annual Meeting program on June 6th. The date had been changed from June 3rd to June 6th so that President O. Meredith Wilson could be in attendance. Who will be speaker is problematical. A number of names have been discussed by the Executive Committee and the Executive Director will proceed to invite speakers after conferring with President Joe Maun and the Executive Committee.

The Executive Director reported on the Alumni Association insurance program. A total of 760 applications have been sent to the home office for approval. Out of that number, 622 have been approved, 14 are in process and 124 names have been declined or cancelled up to this point.

At this point, before going into a discussion of the Alumni Club Facility, President Maun asked Fred Agnich, the newly appointed Board member from Dallas, to comment on what he thought Alumni Clubs might do. Likewise, George Arneson, newly elected Board Member from Pittsburgh, was asked to comment. Later the question was raised as to whether or not it was possible that faculty travel could be coordinated with the Alumni Club Program. It was explained that the faculty ordinarily do not travel on University funds and so no one knows of their travel and ordinarily they are attending professional meetings and not available for alumni meetings. Every effort has been made to achieve this coordination.

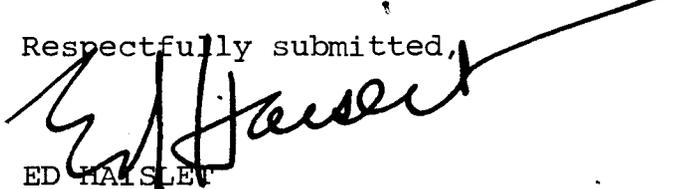
It was voted that a resolution on the death of Guy Stanton Ford should be prepared and be placed in the minutes of

the meeting and a copy of which be sent to Mrs. Guy Stanton Ford.

Dick FitzGerald, Chairman of the Alumni Club Facility Committee, was asked to bring the Board up to date on the negotiations for the Alumni Club Facility. Mr. FitzGerald commented on the reason why the Alumni Association decided not to go to the North Star Center even though the Board had approved a proposal for that facility. Since that time the negotiations have been with the Sheraton-Ritz Hotel and the proposal is very different than before. The detailed items of the discussion are not included in the minutes at this time because after the report by Mr. FitzGerald, motion duly made and seconded, it was voted that a written compilation of the financial aspects of the agreement should be prepared and presented to the Executive Committee for their consideration, after which time a special breakfast meeting of the Board of Directors should be called to be held at the Minneapolis Athletic Club.

On motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

NOTE: Next meeting of the Executive Committee will be held February 4th.

Next meeting of the Board of Directors will be held March 4th.

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA

MEMORIAL RESOLUTION

Resolved, that in behalf of all Minnesota Alumni, the Board of Directors adopts this resolution in tribute to the memory of

GUY STANTON FORD 1873 - 1962

a stimulating teacher, distinguished historian, Dean of the Graduate School for a quarter of a century, and sixth President of the University of Minnesota.

His life, devoted to teaching, research and leadership in behalf of higher education, brought great distinction and added prestige to the University. His interest in the advancement of scholarships and in the University was constant throughout his whole lifetime. His support of alumni work while President and after his retirement was likewise a continuing one. His death at the age of eighty-nine ended a career of devoted and unselfish service to the University of Minnesota.

Resolved further, that a copy of this resolution be spread upon the official minutes of the Board of Directors, recording the profound sorrow of its members, and that a copy be transmitted to Mrs. Ford so that the Board of Directors may extend to her and to the members of the family an expression of sincere sympathy and heartfelt condolences.

Resolved further, that copies of this resolution be transmitted to the President of the University and Board of Regents.

Joe Mann
President

Edwin J. Hawcutt
Executive Secretary

January 21, 1963

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
February 16, 1963

MINUTES.

President Maun called a special meeting of the Executive Committee for Wednesday morning, February 6th, at 7:30 A.M., Minneapolis Athletic Club.

In attendance were Joe Maun, President; Franklin Gray, Rolf Fosseen, Cy Pesek, Dr. William Proffitt, Dr. Virgil J. P. Lundquist and Ed Haislet. Also present were guests Thomas DeVeau, Calvin Calvert and John Mariakis, all of the Sheraton Corporation of America.

The purpose of the meeting was to go over plans and to discuss the Sheraton offer as had been negotiated up to this point. The plans for the Club were looked at and a suggestion was made that the area was too small and an extra 300 sq. ft. was needed. The layout was critized and it was felt a better traffic flow and better arrangement could be had. The Sheraton people indicated that the most important thing was a decision now because they were holding up the whole progress of the building in this one wing for the kitchen; that they had already spent \$20,000 on the project.

After talking to the Sheraton people and receiving answers on questions raised, the Executive Committee went into an Executive Session without the Sheraton people present. In the discussion that followed, the general economic situation was talked about; the new tax program, and the situation of the private clubs in the Twin City area, many of whom are in difficulty. Then the question was raised as to what will the Club accomplish for the Association? [The only reason for a Club is to assist and help the Association - not to make money but to keep a continued membership.]

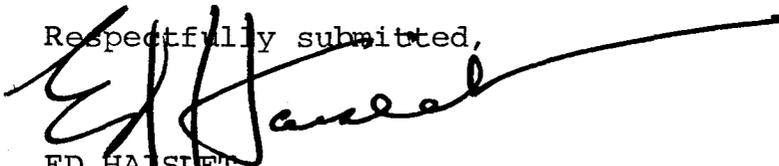
Finally the discussion came down to liability; what was the liability to the Association? As far as could be determined, liability in order to open the doors was about \$65,000. If after the doors opened and lease was signed, it would mean another \$75,000 liability plus rent for a ten year period which would have to be negotiated. It was felt the liability would be so high (probably \$200,000 or \$300,000) that if the Club failed it could well bankrupt the Association and spoil all the good work for the last ten years. It was the unanimous feeling of the group present that the Association could not assume such a liability and therefore liability must be reduced. It was the feeling that the Alumni Association was taking all the risk and the Sheraton Hotel wasn't taking any risk; that the Sheraton Hotel was guaranteed rent or credit

against the rent which assures that they get paid, but which also put the pressure on the Association to not only get members and hold them but to see that the members spent money. It was thought that the benefit of the Club to the Hotel should be taken into account; the Association, through their Club, will bring business to the Hotel for rooms, banquets, parties, etc.

It was therefore voted that the Executive Director and Mr. FitzGerald, if available, negotiate with the Sheraton Corporation so that liability of the Association would be reduced; liability for the 90 day period before opening the club and liability after opening the club. It was felt the liability before opening should be not more than \$25,000.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

Note - This meeting was called in
place of the regularly scheduled
meeting of Feb 4th 1963.

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
February 18, 1963

MINUTES

The Board of Directors of the Minnesota Alumni Association met in special session at the Minneapolis Athletic Club, Friday 13th, 7:45 P.M.

In attendance were Joe Maun, Arthur Koivumaki, Dr. William E. Proffitt, Albert Heimbach, Ray Foley, Dr. Virgil J. P. Lundquist, Jerald Mortensen, Clifford Sommer, and Ed Haislet.

The purpose of the meeting was to consider the results of the negotiation between the Executive Secretary with the Sheraton Corporation and the new proposal as to the minimization of liability. The proposal is as follows:

THE MINNEAPOLIS SHERATON PROPOSAL

1. The Minneapolis Sheraton Corporation (MSC) will construct, install, furnish, equip and decorate in accordance with plans and specifications as they will submit.
2. The MSC will at its own cost and expense furnish all janitorial and cleaning services, air-conditioning, heat, hot and cold water, lights and electricity necessary for the proper conduct and operation of club facilities.
3. The rental for the occupied space as outlined on plans shall be \$5.00 per square foot per year - \$6,125, or \$30,625 yearly; payable monthly at \$2,552.00.
4. Lease will be for ten (10) years, effective about September 1, 1963. Option to renew will depend upon need of MSC for space for hotel use, and that the present rent be the floor for purpose of negotiation.
5. As now estimated the cost of decorations, furniture, and equipment is not to exceed \$125,000. The Minnesota Alumni Association (MAA) will underwrite the entire cost - \$10,000 payable upon approval of lease, \$15,000 at end of 90 day lease option period and \$25,000 upon commencement of lease. The balance of \$75,000 will be provided by the Minneapolis Sheraton Corporation and amortized by the Minnesota Alumni Association over period of the lease (10 years) at 6% interest. The MSC will provide up to \$75,000 only. If the cost goes above the estimated \$125,000, the MAA will agree to pay the balance of the cost upon commencement of the lease. However, if the MAA does not agree to pay the balance of the cost, the lease is terminated.
6. The interest charge on the \$75,000 amortized over 10 years will be \$25,000 or \$2,500 per year or \$208.33 per month.

7. As a credit against each month's rent the MSC will allow an amount equal to 8% of the gross food sales, and 32% of the gross beverage sales.
8. The MSC will keep a record of all food and beverage charges by members and shall send monthly statements to members. (not members dues). Credit will be withdrawn if an account is not paid in 60 days.
9. The MSC shall prepare and serve food to club members and guests between 12:00 noon and 9:00 P.M., Mondays through Saturdays only. Beverages will be served Mondays through Saturdays only, from 11:00 A.M. to 1:00 A.M. Upon mutual agreement this schedule may be changed.
10. The MAA has an option on the lease for 90 days. During this period the MAA will obtain the minimum number of memberships necessary for the successful operation of the Club. If memberships are not obtained, the lease will be cancelled and the \$10,000 payment will be forfeited.

There were no questions on Points 1, 2 and 3.

Point 4.) On point 4 (lease for ten years), it was felt that the Association must have an option for additional time. The Hotel feels that they might need more space or function rooms. If so this would be the place they would have to get it. Or if the building is sold and there is a long term lease, the option to renew might be the one reason why the deal couldn't be consummated. He felt that the present rent area be eliminated for purposes of negotiation. This point was asked to be negotiated further with the Sheraton so that some kind of arbitration clause as regards the lease could be worked in.

Point 5.) As regard point 5., where MAA is mentioned, it should be University of Minnesota Alumni Club (UMC) and should be changed all the way through. This was an oversight on the part of the Executive Director and the lease will be between the University of Minnesota Alumni Club, Incorporated and the Minneapolis-Sheraton Corporation. It was the feeling of the Executive Committee that because the University of Minnesota Alumni Club Corporation has no control over how much will be spent on the construction and furnishing of the facility, that the Hotel should accept the increased cost if over \$125,000 and the UMC amortize only the exact amount spent up to \$125,000.

Point 6.) There was some feeling that the interest charge was 6 $\frac{1}{2}$ % rather than 6%, but Cliff Sommer figured it out and it is a 6% charge.

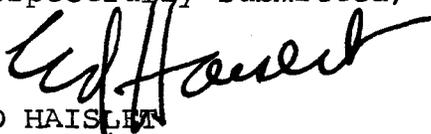
There were no questions on Points 7, 8 or 9.

Point 10.) It was felt that the option on the lease should be extended in case of strike before the expiration of the 90 day period. This should be negotiated with the Sheraton people.

The Executive Director was asked to meet directly with the Sheraton people and negotiate these matters. As soon as a new lease proposal can be written up, a meeting of the full Board will be called; date of the meeting to be determined by President Maun; all members will be urged to attend.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLETT
EXECUTIVE DIRECTOR

EH:mb

328

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota
March 20, 1963

Minutes

Pursuant to notices sent to all members of the Board of Directors, including Past Presidents, a special meeting of the Board was held Wednesday, March 20th, 7:30 p.m., Rod & Reel Room, Nicollet Hotel.

The purpose of the meeting was to decide whether to move forward on leasing of space for the Alumni Club with the Minneapolis-Sheraton Corporation; to clear up the matter of the lease; to have the Sheraton Corporation architects, decorators and engineers explain the decor and plans for the Club facility.

Attending the meeting were: Joe Maun, President; Bruce Abrahamson, Ray Foley, Bob Gillespie, Al Heimbach, Hibbert Hill, Dr. Virgil J. P. Lundquist, Dr. Harvey Nelson, Cy Pesek, Dr. William Proffitt, Charles Judd Ringer, Otto Silha, Dr. Leif Strand, Betty Sullivan, George Sweeney, Russell Backstrom, Beatrice Heagle and special guest Dick FitzGerald. The Sheraton Corporation was represented by Mr. Tom Deveau, District Manager for the Sheraton Corporation; Calvin Calvert, Minneapolis; Don Marikas, Chief Engineer; Don Puopola, Architectural Supervisor. Staff members present were: Joe Davidson, Janet Widseth, and Ed Haislet.

It was decided that the best procedure would be to eat as soon as possible and then walk over to the Alumni Club facility space in the Sheraton-Ritz to actually see the layout of the Club. After breakfast and after walking over to the facility and viewing the facility, the group met on the 4th Floor of the Sheraton-Ritz, in the office of the Chief Engineer. Mr. Deveau talked about the layout and the facilities, emphasizing that a full kitchen was being put in. John Puopola showed sketches and samples of proposed materials. Mr. Deveau also explained the option to lease and the estimated cost.

Mr. Deveau explained that permission would be given to extend the lease to two further consecutive periods of five years each. However, if the building were sold or if the Sheraton required the premises for its own use, as a part of a remodeling or alteration program involving the

329
premises and needed the Alumni Club space, it could take the space by written notice of one year before expiration of the lease and upon furnishing the University of Minnesota Alumni Club comparable space agreeable to them and without cost to them.

In regard to the estimated cost of furniture and decorations, he indicated that the costs now were around \$139,000 and they would have to get permission to accept cost of anything over \$125,000, but that the Association would be obligated only for the \$125,000.

President Maun then turned the meeting open for questions and asked Dick FitzGerald to give the background of the early procedures. Mr. FitzGerald indicated that the committee had been working now for over a year and went briefly into the early negotiations especially with the North Star Center. The Executive Secretary was then asked to spell out the liability to the Association. He indicated that upon picking up the 90 day lease option, the UMAC would pay Minnesota Sheraton Corporation \$10,000. During the 90 days all Alumni in the state of Minnesota (About 70,000) would be circularized. Charter membership would be available during the 60 day period to all who had signed a membership application and paid the initiation fee. Charter membership fees would be:

Dues	\$25.00 per year plus tax
Initiation Fee	\$10.00

Initiation fee will be due with application. Billing would be on a semi-annual basis with the first bills in the mail at the time of opening. Regular fees in effect after first 60 day period will be:

Dues	\$30.00 per year plus tax
Initiation Fee	\$20.00

If before the 90 day period is up, the Board decides the membership returns do not warrant going ahead, then the UMAC forfeits the \$10,000 paid on lease option. Costs of promotion would be about \$4,000, so liability to UMAC would be about \$14,000. If the Association has enough applications to go ahead and the lease is signed, then an additional \$40,000 is due. This means that total liability to UMAC once the lease is signed is \$50,000, plus promotion

330

cost and expenses up to that date.

In the discussion that followed Mr. Holtzermann thought that rather than collecting \$10,00 initiation fee right away, why not collect the full amount. It was felt that this would be possible although not a requirement. Also the matter of being a non-resident was referred to. A non-resident would be anyone outside the metropolitan area and the cost would be \$10,00 a year and \$10.00 initiation fee.

Hibbert Hill raised a question as to the estimates on the volume of business and how the estimates were figured. Figures were arrived at on the basis of experience with North Star people adapting their figures as to the minimum amount of business. The Sheraton people then brought in what they thought. The two were \$100,000 apart. (higher) The Sheraton people then brought in their supervisor of food and beverages and his figures were about what had originally been estimated by the Alumni Committee.

The question was asked, "Will 1500 members produce the amount of business necessary?" It was explained that in talking to club managers that the total number of members using their facilities in any one day range from 15% to about 50%; that a very low percentage would be 20%. The 20% figure is the one used in figuring the number of members that would use the club daily for either lunch or dinner.

The Executive Secretary was asked to explain what the real purpose of the Alumni Club was felt to be. Was it of advantage to the Association? He explained that for many years the Association has been selling only loyalty; that you received a good education at the University and by supporting the Association now, you assume that those who now come to the University will have a like facility. A few years ago the Association decided that some direct services should be furnished to members and the first of such services was the insurance program; the club facility would likewise be such a service. In other words, if you are a member of the Association it is worthwhile because of these services. Also the club would become a center of Alumni activities; a place where people could congregate and enjoy themselves together. However, on the practical side the Alumni Association is composed of 13 constituent groups with a large number of University connected or affiliated groups that have no place of their own to meet. By working with these groups in active promotion, a large number of the meetings could be scheduled for the alumni facility. A club manager would be needed who would be responsible for the promotion of this business. The filling

371
up of the club for the dinner hour would make the difference between a successful club operation and an ordinary one.

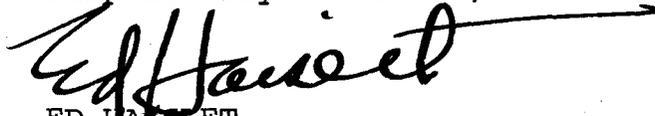
In the discussion that followed, it was thought that less initiation fee and dues for the new graduates might be an advantage, if possible.

After everyone had a chance to be heard, on a motion by Dr. Virgil J. P. Lundquist, it was moved to go ahead and bring the negotiations to a close for the signing of the option to lease. It was seconded by Ray Foley and J. D. Holtzermann. All 19 members present voted in favor of the motion.

Because there was some question raised as to whether toilets were needed in the club facility, and it was a question which had to be resolved at once, President Joe Maun appointed a special committee to look into it; this committee to be also the decorating committee: Al Heimbach, Chairman; Betty Sullivan, Bruce Abrahamson and Mike Hopkins.

Motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAYSLET
EXECUTIVE SECRETARY

MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
MAY 21, 1963

MINUTES

Pursuant to notices sent to members of the Executive Committee, a meeting was held Monday, May 20th at 5:30 P.M. in the Campus Club, Coffman Memorial Union. In attendance were: Cy Pesek, Dr. Virgil J. P. Lundquist, Al Heimbach, and Cliff Sommer. Joe Maun and Ed Willson sent their vote approving the budget by proxy.

The following budget estimate for 1963-64 was approved and recommended to the Board of Directors for adoption:

Advertising	\$ 12,550.00
Interests	800.00
Memberships	
Annual	34,780.00
Five-year	6,845.00
Regents	16,530.00
Life	7,611.00
Paid in Advance	5,943.00
	<hr/>
TOTAL	\$ 85,059.00

Expenditures in the amount of \$85,059.00 were approved as follows:

Salaries	\$ 22,626.00
Magazine	24,075.00
Printing	7,605.00
Field Service, Student Alumni Relations, Special Events & Student Membership	2,650.00
Travel	6,485.00
Constituent Alumni Groups	2,290.00
Office	5,014.00
Postage	10,800.00
Contingent Fund	3,514.00
	<hr/>
TOTAL	\$ 85,059.00

A copy of the budget is attached to the minutes. Also on the Agenda was a matter of the resignation of Ray Chisholm, Assistant Director. The Executive Committee felt that something should be done for Ray to show appreciation of the Association and it was explained by the Executive Director that the one thing he did want was a life membership. Therefore, the Board voted a life membership to Ray; that \$100.00 be taken from the Association funds and put in the life membership fund; and that a Minnesota ring properly inscribed should be given to Ray. (Although Ray terminates May 15th, he has accumulated 54 days vacation).

333

The Club Membership Campaign was discussed. About 230 members have been received from the first mailing of 12,000 in the first ten days. It was felt that a repetition mailing to members should be sent out. To those in the cities - a very simple statement and a separate and different statement for non-residents concerning charter membership. Likewise, all Board members should be urged to join and a bill sent to them. Likewise, presidents of the Alumni Chapters should be written and membership in the Club urged for their group; also for each of the constituent groups, a Chairman should be set up to get members for the Club.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
JUNE 13, 1963

SEVENTH ANNUAL MEETING OF THE BOARD & MEMBERSHIP
JUNE 6, 1963
MAIN BALLROOM, COFFMAN MEMORIAL UNION
JOE MAUN, PRESIDENT - PRESIDING

The Annual Meeting of the Board and membership was held in conjunction with the Seventh Annual Alumni Honor's presentation on June 6, 1963 in the Main Ballroom of Coffman Memorial Union. There were 403 alumni in attendance. Inasmuch as this was an open meeting of the membership and Board, members of the Board voted approval of the report of the Nominating Committee by mail ballot.

Joe Maun, as presiding officer of the meeting, announced the results of the Minnesota Alumni Association election. The new Board Members elected to the Board of Directors of the Minnesota Alumni Association for four year terms, expiring in 1967, are:

- | | | | |
|----------------------|-----------|------------------|-----------|
| Mrs. O. H. Anderson | '30 BS Ed | Robert Odegard | '42 BS Ag |
| Mahtomedi, Minnesota | | Princeton, Minn. | |
| Kenneth Glaser | '42 BBA | Terrance Webster | '27 BBA |
| Hopkins, Minnesota | | Excelsior, Minn. | |
| Waldo Hardell | '26 BSB | | |
| Minneapolis, Minn. | | | |

Also Joe Maun announced the newly elected officers and members of the Executive Committee for the coming year:

- | | | |
|--------------------|---------------------|--------------|
| President | Franklin D. Gray | '25 BA |
| | Minneapolis, Minn. | |
| 1st Vice President | Judd Ringer | '42 |
| | Minneapolis, Minn. | |
| 2nd Vice President | Ed Willson | '30 EE |
| | Minneapolis, Minn. | |
| Secretary | Betty Sullivan | '22 BA Chem. |
| | St. Paul, Minn. | '35 PhD |
| Treasurer | Clifford C. Sommer | '32 BBA |
| | Owatonna, Minnesota | |

331

Members of the Executive Committee are:

- Honorable Rolf Fosseen '31 LLB
Minneapolis, Minnesota
- Honorable Robert Gillespie '26 BA
Cambridge, Minnesota '28 LLB
- Louis Gross '25 LLB
Minneapolis, Minnesota
- Al Heimbach '42 BBA
Minneapolis, Minnesota
- Algot Johnson '10 EM
Minneapolis, Minnesota
- Dr. Wm. E. Proffitt '39 MD
Minneapolis, Minnesota

Joe Maun then went on to tell of the work of the Association for the last year; the continued work on life membership, the increase in advertising, the MAA Group Life Insurance Program, and the new Alumni Club facility; also that this year one staff member has been added to work in areas of student-alumni relations, alumnae work and reunion classes, a distinct addition to the alumni program; that during the year Alumni records were converted to tape and computer which has given greater speed and ease in selection, of addressing, mailing, as well as accuracy of records. He indicated also that over 2,000 alumni are active each year in alumni work through the class structure, the college groups, the alumni chapters and alumni committees.

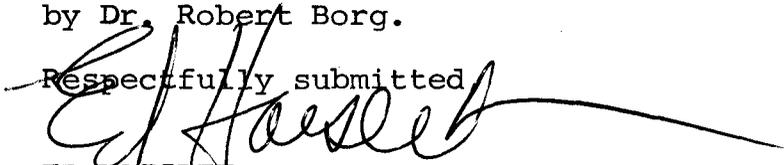
President Franklin Gray was introduced and he presented citations to the retiring members of the Board that were present:

- Cy Pesek '25 BS Arch. Eng.
- Otto A. Silha '40 BA

Also he presented a citation to Joe Maun for his fine work as National President during the past year.

The meeting adjourned by the singing of "Hail Minnesota", led by Dr. Robert Borg.

Respectfully submitted



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA

Budget Estimate 1963-64
(operating)

I. Income

	<u>1959-60</u>	<u>1960-61</u>	<u>1961-62</u>	<u>Revised Estimate 1962-63</u>	<u>Estimate 1963-64</u>
Advertising	\$ 4,629.00	\$ 3,962.00	\$11,734.00	\$13,000.00	\$12,550.00
Lists and Interests	2,951.00	2,833.00	3,283.00	3,100.00	800.00
<u>Memberships</u>					
Annual	29,529.00	33,235.00	30,124.00	28,000.00	34,780.00
Five-year	7,359.00	4,972.00	7,802.15	6,800.00	6,845.00
Regents	15,497.00	14,105.00	13,600.00	14,165.00	16,530.00
Life	6,087.00	6,246.00	6,423.00	6,870.00	7,611.00
Paid in Advance		<u>813.00</u>	<u>1,160.00</u>	<u>5,500.00</u>	<u>5,943.00</u>
	\$66,044.00	\$66,256.50	\$74,126.00	\$77,435.00	\$85,059.00

How Income is Estimated

1. Advertising

About \$4,000 of national advertising per year comes in through the American Alumni Council Advertising Agency. Local advertising is secured through F. P. McGrath Agency and they have contracted for 50 pages at \$150.00 per page - amounting to \$7,500.00 plus an average of 7 pages above contract in amount of \$1,050.00.

Estimate - \$12,550.00

2. Lists and Interests

On basis of present schedule - \$800.00; down because savings accounts will be non-existent.

3. Membership

A. Annual

While the basic annual membership fee is \$5.00, total annual membership income includes the special rates to new graduates (\$1.00, \$2.00, \$3.00, \$4.00); faculty rates at \$2.50 and Husband-wife rates at \$6.00.

Using the averages of each kind of annual membership for the 1962-63 fiscal year - produced a membership figure close to \$30,000.00 - next year's estimate based on same rate of growth plus a 3% increase will be \$34,780.00.

Estimate for 1963-64

	500 @	\$1.00	\$	500.00	
	50 @	2.00		100.00	
faculty	150 @	2.50		375.00	(new)
	35 @	3.00		105.00	
	25 @	4.00		100.00	
	6000 @	5.00		30,000.00	
	600 @	6.00		3,600.00	
				<u>34,780.00</u>	

B. Five Year Membership

This part of the membership budget represents a one-fifth portion of the five-year memberships expiring June 30, 1963. At present, the sum stands at \$6,665.45 with April, May, and June figures still to be added, estimated to be \$180.00. The sum of \$6,845.00 is the estimated figure for the coming fiscal year.

C. Paid-In-Advance

These are memberships longer than one year, but not five years. While actually we do not have such classifications, many people send in \$10.00 or \$15.00 and receive a paid-in-advance membership in that manner.

This item likewise represents money already collected during 1962-63 to be used in 1963-64 budget. The figure already known at this time is \$5,943.00.

D. Regent's Membership

For each degree granted during the fiscal year, \$2.50 is received from the University's commencement budget. Estimates of graduates are received from the Office of Admissions and Records. It should be noted that estimates the last number of years have always been higher than actual graduating figures. The estimate, therefore, is a maximum one.

June 1963	3135
July 1963	400
August 1963	712
December 1963	950
March 1964	800
UMD - June & August 1963	<u>615</u>
	6612

$$6612 \times \$2.50 = \$16,530$$

E. Life Memberships

For each certified life member as of June 30, 1964, the MAA will receive \$3.00. The estimate of new life members for 1963-64 year is \$2.50, which would bring the total figure to 2,537. This would bring in an income of \$7,611. Note, however, that it is the total certified life members as of June 30, 1964, which means additional members above the number estimated must be taken in in order to make up for deceased members during the year.

Recapitulation of the MAA Budget by Years

Audited Figures

1947-48 *	\$23,251.00
1948-49	24,590.88
1949-50	36,452.44
1950-51	38,488.44
1951-52 **	31,124.34
1952-53	38,838.33
1953-54	37,405.86
1954-55	42,553.03
1955-56	43,581.57
1956-57	41,365.89
1957-58	51,254.13
1958-59	56,762.47
1959-60	66,044.00
1960-61	66,256.50
1961-62	67,833.50
1962-63	77,435.00
1963-64 Estimate	85,059.00

* year before I took over as alumni secretary

** shifted in depository money from life fund until after end of fiscal year (\$5,370) - actual figure would have been \$36,494.00.

II. Expenditures

<u>salaries</u>	<u>1961-62</u>	<u>1962-63</u>	<u>1963-64</u>
1. Executive Director	\$ 2,300	\$ 2,600	\$ 3,000
2. Assistant Director			6,564 (new)
3. Editor	5,200	8,000	8,500
4. Misc. help	3,472	4,962	4,562
Last yr. Assistant to Director	5,200	5,450	(eliminate)
Last yr. Assistant to Director		5,200	(eliminate)
	<u>\$17,172</u>	<u>\$26,212</u>	<u>\$22,626</u>

Magazine

5. Printing	\$22,308	\$20,418	\$21,775
6. Engraving	1,600	1,600	1,600
7. Photos	500	600	600
8. Newspaper Sub.	100	100	100
	<u>\$24,508</u>	<u>\$22,718</u>	<u>\$24,075</u>

Printing

9. Printing (other than magazine)	\$ 3,559	\$ 3,914	\$ 4,000
10. Envelopes	2,676	2,676	2,675
11. Other	1,500	900	930
	<u>\$ 7,735</u>	<u>\$ 7,490</u>	<u>7,605</u>

Field Service, Student - Alumni Relations, Special Events, Student Membership

12. Audio-Visual	\$ 800	\$ 700	\$ 700
13. Student-Alumni Relations	200	100	200
14. Field Service (out-state)		100	150
15. Homecoming (other than printing)	100	150	100
16. Reunions (other than printing)	300	300	300
17. Annual Meeting (other than printing)	1,000	1,000	1,200
	<u>\$ 2,500</u>	<u>\$ 2,700</u>	<u>\$ 2,650</u>

Travel

18. Instate Clubs	\$ 2,625	\$ 3,000	\$ 3,000
19. Instate Speakers	700	1,200	1,400
20. Other	1,800	1,620	2,085
	<u>\$ 5,125</u>	<u>\$ 5,820</u>	<u>\$ 6,485</u>

Constituent Alumni Groups

21. Special	\$ 2,500	\$ 2,000	\$ 2,200
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<u>Office</u>	<u>1961-62</u>	<u>1962-63</u>	<u>1963-64</u>
22. Bond	\$ 24	\$ 24	\$ 24
23. Office Supplies	250	200	250
24. Insurance, car allowance, expense	975	1,000	1,035
25. Staff relations	250	250	250
26. FICA	445	528	600
27. Unemployment Security	75	60	60
28. Audit and AAC dues	340	350	370
29. Board expenses	1,000	1,000	1,000
30. Bank service charge	75	60	75
31. Legislative expenses	700	800	800
32. Athletic Award	300	200	200
33. Other (memorial gift, flowers, etc.)	400	350	350
	<u>\$ 4,834</u>	<u>\$ 4,828</u>	<u>\$ 5,014</u>

Postage

34. Magazine	\$ 1,750	\$ 2,250	\$ 2,350
35. Membership	2,000	2,400	4,500
36. Constituent groups	2,000	2,250	2,250
37. Field Service (both instate and out)	300	350	350
38. Office	850	900	1,000
39. Special events	500	400	350
	<u>\$ 7,400</u>	<u>\$ 8,550</u>	<u>\$10,800</u>

Contingent Fund

\$ 3,514

Total estimated expenditures 1963-64

Salaries	\$16,172	\$26,212	\$22,626
Magazine	24,508	22,718	24,075
Printing	7,735	7,490	7,605
Field Service	2,500	2,700	2,650
Travel	5,125	5,320	6,485
Constituent groups	2,500	2,000	2,290
Office	4,834	4,828	5,014
Postage	<u>7,400</u>	<u>8,550</u>	10,800
Contingent Fund			<u>3,514</u>
	<u>\$74,420</u>	<u>\$80,318</u>	<u>\$85,059</u>

Estimated income \$85,059

THE MINNESOTA ALUMNI ASSOCIATION
Proposed Budget 1963-64

1. Salaries: \$26,626

A decrease of \$3,586 in total item. The position of Field Representative has been placed on the University budget, thus relieving the Association of a \$5,450 item. However, with the resignation of Ray Chisholm, it has been necessary to reshuffle the staff. Our field representative will take over a part of Ray's job - that of working with constituent groups. Mrs. Widseth will be named as Assistant Director, carrying out her present responsibilities - at same salary level as Ray's job had been. It means a new field representative will have to be hired; Dennis Swan broken in on Constituent groups.

Executive Director - \$400.00 increase. Editor raised \$500.00 - and worth more than we are paying him.

2. Magazine: \$24,075

Increase of \$1,357. Represents a core magazine of 40 pages and an increase from 18,000 magazines per issue to 18,500; also an increase in number of pages - 40 to 44.

3. Printing: \$7,605

Increase of \$115. Printing increase due to increase of number of alumni.

4. Field Service and Special Events: \$2,650

Decrease of \$50.00

5. Travel: \$6,485

Increase of \$665. Represents increase of 40 weeks in field at \$75.00 per week. Also increase in money available for travel of faculty in-state.

6. Constituent Alumni Groups: \$2,200

Increase of \$200. To take care of a printed program for annual meetings for each of the thirteen groups as well as a newsletter for each; also, special citations needed.

7. Office: \$5,014

Increase of \$186. Is a collection of items which are a part of running an office - which do not fit into other large categories. Is a tight but accurate budget.

8. Postage: \$10,800

Increase of \$2250. Increase due to increase in number of magazines printed and increase in number of pages - a 60% increase in postage due on return of magazines and permit mail - plus increase in total number of alumni.

9. Contingent fund: \$3,514. To take care of special programs and emergencies that arise during year.

336

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
JUNE 25, 1963

MINUTES

Pursuant to notices sent out to members of the Board of Directors, including Past Presidents, a special meeting of the Board was held Tuesday morning, June 25th, 7:30 A.M. in the Hospitality Room of the Sheraton-Ritz Hotel. The purpose of the meeting was to decide, after looking at the membership results, whether to proceed with the taking up of the lease at this time or delay until 1200 members were secured as originally voted.

In attendance were: Joe Maun, President; new members Terrance Webster, Mrs. O. H. Anderson, Ken Glaser and Bob Odegard. Others in attendance were Franklin D. Gray, Ed Willson, Bill Proffitt, Rolf Fosseen, Al Heimbach, Bob Gillispie, J. D. Holtzermann, Algot Johnson, Gerald Mortensen, Lou Gross, Dr. Virgil J. P. Lundquist, Cliff Commer, Ray Foley and V. Arthur Koivumaki.

Joe Maun opened the meeting by backgrounding the Board as to the action already taken with the Sheraton-Ritz on the option to lease. He indicated that \$10,000.00 had been paid the Sheraton-Ritz for an option for lease which expires August 1st. At that time the Association must decide whether they will go forward with the Club or whether they will forfeit the \$10,000.00 and not proceed with the Club. If the Board were to vote to go ahead today, then \$15,000.00 would be paid to the Sheraton-Ritz with a balance of \$25,000.00 upon commencement of lease. He indicated that in view of the trend of membership at this point - 809 - that the memberships on hand September 1st could pretty well be projected; that if a lease could be taken up at this time it would allow work to begin on the Club so that the opening date could be set. The Hotel needs 60 to 90 days in order to prepare the Club and any delay would mean that the opening would be, of course, not in September but probably the middle of October or the 1st of November. Also a Manager could be hired, house committee set up, membership cards and letterheads printed, books and bank accounts set up - all these things that have to be done could be done.

He then asked Ed Haislet if he would interpret the figures. Ed Haislet indicated that as of June 24th there were 809 members, of which 672 were resident and 137 non-resident. If the charter membership were extended to July 31, another two to three hundred could be expected so that a figure of between 1400 and 1500 could be easily reached.

He also said that the person that will be hired as Club Manager has indicated that the Association should not sign up too many people; that not more than 1500 should be signed in any event before the Club opening because the capacity of the Club is only

537
250 people at a time; if people who are members are turned away during the early days it means they probably won't come back. It would be better to open and then proceed to see how many members take advantage of the Club and what the business would be before expending beyond the 1500. Ed Haislet also indicated that while membership is mightly important, that actually most important was use of the Club. How the Club would come out depends on the amount of food and beverages sold. The Alumni Association has a certain amount of built-in business; that is, from constituent groups, committees and other University connected groups that are now bringing their business elsewhere. These meetings will be scheduled into the Alumni Club and/or into the Sheraton-Ritz Hotel. Hopefully some kind of deal can be worked out with the Sheraton-Ritz so that if the group is too big for the Club, at least some credit can be given for the business booked by the Club. At the present time (July 21st) \$7,780.00 has been taken in in initiation fees, \$14,870.00 in dues, for a total of \$22,650.00 already in the bank. Accounts receivable amount to \$2,750.00 or a total of \$25,400.00. Also \$1,296.00 in membership money has been received, indicating that the Club is bringing in many new members.

Joe Maun then opened up the meeting to discussion. Franklin Gray asked how the various percentages and figures had been arrived at and how the estimates had been made. Cliff Sommer then brought up the point that the original recommendation of the Board had been to approve the option for lease only if 1200 membership figure had been reached and that any action today would have to change that figure; that he personally was in favor of holding action until the 1200 figure had been reached, and that all Board members should put their shoulder to the wheel to assist in getting the members as soon as possible. Al Heimbach likewise thought that the 1200 member figure should be reached before we take up the option for lease and indicated that he felt the action should be to approve the option for lease as of the time the 1200 figure had been reached, putting the pressure on the Alumni Office and Board Member to quickly reach that figure. J. D. Holtzermann thought that an extension of two weeks might be helpful and during this time the Board could go to work and the necessary 300 extra memberships secured. Algot Johnson presented facts and figures on the various kinds of clubs, both in and around the Minneapolis area and throughout the country that are having a very difficult time financially. He felt that the time was not right to go into this kind of activity and that he wouldn't vote against it but would abstain should the vote be taken in favor of going ahead. Art Koivumaki indicated that while he was concerned with the overall operation, he felt that the timing was most important and also this Club would be for those who are not members of other Clubs and there was a great need for this kind of Club. Dr. Lundquist felt that we ought to proceed, hire a manager, but keep up the promotion of getting the Board and everyone working to get as many memberships as soon as possible to reach the 1200 figure. Al Heimbach thought a phone campaign or any other action the Executive Director and his office might take should be done no matter what the cost, or personnel involved. Ray Foley fel

that the Alumni Club was something that was needed; that it was a challenge, but the challenge should be accepted by the Board and we should move forward. He therefore moved that the option be taken up even though the present figure for alumni club members stood at 809. It was seconded by Dr. Virgil J. P. Lundquist. Robert Gillispie asked how many of our Board Members had not sent in their membership and six indicated they had not sent in their memberships but would. This was one-third and therefore a significant figure. Others felt that there were many they had talked to that planned to turn in their membership, but for some reason hadn't done so and that an extra month would be important. Ken Glaser thought we ought to take a positive point of view and approve going ahead and then go out and get the memberships. He thought we would blunt initiative if we didn't say "Go" at this time. He said, "We can't stop now. What we have to do is get behind the project and make it successful." Bob Odegard indicated that the proposition was not presented as a tentative one but as a positive one to begin with - that we couldn't very well take a tentative action at this time and still expect to sell memberships because by so doing we would reveal our concern for the ultimate result.

The motion was moved and seconded that charter membership be extended to August 1st. However, because there was a motion before the house, his motion was withdrawn and the motion to take up the option for lease was put to vote. There were 13 yeases - chairman not voting; four abstained from voting. Motion was then made that the charter membership be extended to August 1st and it was so voted. It was the thinking of everyone that the Board should get behind the project and do some real solicitation; not only getting their own applications in but each one reach from five to ten others. The Executive Director was asked to send ten applications to all Board Members.

Also on motion duly made and seconded it was voted that the Executive Director be given the power to hire the Manager who was discussed at the meeting but whose name is to remain anonymous for the present.

Cliff Sommer then indicated that he had personally written 75 letters; that if you don't have the applications, get their checks; that everything should be done by the Alumni Office and Board on promotion in order to get as many members as possible as soon as possible; that the faculty could be recanvassed, and that 1800 should be the figure to strive for by July 31st. Lou Gross indicated that the number of memberships was not a problem - we would probably end up with too many and even as many as 3,000. The real test will be the use of the Club.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,

ED HASSLET
EXECUTIVE DIRECTOR

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
JULY 9, 1963

MINUTES

Pursuant to notices sent out to members of the Executive Committee, a meeting was held Tuesday, July 9th, 7:30 A.M. at the Athletic Club. In attendance were: Franklin D. Gray, President; Judd Ringer, Betty Sullivan, Algot Johnson, Bob Gillispie, Al Heimbach and Lou Gross.

Two communications were read from Mr. J. R. Holtey, Trust-Investment Department, Midland National Bank, in which he indicated that the check in the amount of \$16,247.00 had been received from new Life Members and that they were enclosing a check in the amount of \$6,909.00 in payment for 2,303 active life members as of June 30, 1963. He also indicated the Life Membership Account now has a cash balance of \$17,032.37. The Executive Secretary indicated that Clifford Sommer knows about this and will call a meeting of the Investment Committee within the next month.

The second communication from Mr. Holtey concerned the agency fees from 1/1/62 to 1/1/63 in the amount of \$225.52, and from 1/1/63 to 6/30/63 in the amount of \$113.95 for a total of \$339.47. The Life Membership Account will be charged for this fee. Both letters were for information only.

Also a communication from Mr. Charles T. Carey, General Manager of the Sheraton-Ritz Hotel, acknowledged the check in the amount of \$15,000.00 required to be paid upon exercise of the option of lease between the University of Minnesota Alumni Club and the Minneapolis Sheraton Corporation.

A Treasurer's Report was made from the statement furnished by the Midland Bank for the period covering 3/1/63 to 5/25/63 inclusive.

Assets are:	<u>COST</u>	<u>MARKET VALUE</u>
Bonds	\$ 69,089.15	\$ 71,245.31
Common Stock	<u>62,040.47</u>	<u>115,077.12</u>
TOTAL	\$131,129.62	\$187,346.42

Next item for discussion was the calendar of meeting dates, both for the Executive Committee and the Board of Directors. As regards the Executive Committee, it was decided that breakfast meetings would be held at 7:30 A.M., 14th Floor, Minneapolis Athletic Club as follows:

344

Tuesday	September 10, 1963
Tuesday	October 15, 1963
Tuesday	December 3, 1963
Tuesday	February 4, 1964
Tuesday	March 17, 1964
Tuesday	May 19, 1964

As regards the Board of Director's Meetings, it was decided that dinners would be held on Tuesdays, in the Minnesota Alumni Club facilities at the Sheraton-Ritz Hotel at 5:30 P.M., as follows:

Tuesday	September 24, 1963	
Tuesday	January 21, 1964	
Tuesday	March 3, 1964	
Monday	June 1, 1964	...annual meeting

The annual meeting has been tentatively scheduled for the Ballroom of the Sheraton-Ritz Hotel. Special notices of meetings will be sent to both the Board and Executive Committee other than those listed in the minutes.

The following recommendations for committee appointments were made and approved as follows:

Senate Committee on Student Affairs

Dick FitzGerald - two year term, expiring in 1965
One other to be selected

Senate Committee on Intercollegiate Athletics

Joe Maun carries over as Past President
Franklin Gray goes on as President

Committee on Military Affairs

Bob Provost expires in 1964
P. Arthur Hoblit, MA'48, Assistant Superintendant of Schools in Bloomington, becomes the appointee expiring in 1965.

Union Board of Governors

No appointments have been made as yet. Inasmuch as in both cases the meetings are weekly (one a noon luncheon and one in the evening), it is difficult to get people to accept these appointments.

Investment Committee (remains the same)

Clifford Sommer, Chairman	John K. Fesler
Wendell T. Burns	James C. Harris
Sam W. Campbell	Paul Reyerson

Alumni Honor's Committee

Dr. Louis Thom becomes Chairman
Theodore C. Blegen, second member expiring in 1965
Vincent K. Bailey, BSAg'29, Newport, Minn., -new member approved.

Fund Advisory Committee

Joe Maun, Past President, becomes Chairman

Past President Committee

J. D. Holtzermann holds over as Chairman

University Scholarship Committee

Mrs. Ardis Peterson expires
Mrs. Violet Rosacker Graf has been appointed

As soon as possible the new recommendations for the appointments not yet filled will be brought before the full Committee by President Franklin Gray.

As regards committees, President Gray indicated that the House Committee for the Alumni Club should be appointed and he was appointing Ed Haislet and Calvin Calvert, new Club Manager, as ex-officio, as well as Charles Carey, General Manager of the Sheraton-Ritz Corporation, who must be on according to the lease. Regular members of the Committee will be Franklin Gray, Chairman; Dr. Slug Lundquist, Judd Ringer and Al Heimbach.

There is need for a committee to pin down with the University administration new alumni quarters at this time, with four committee members being reappointed. They are: Judd Ringer, Chairman; Algot Johnson, Al Heimbach and Russell Backstrom.

Permission for Mrs. Widseth, Assistant Director, to sign alumni checks and requisitions was given approval.

President Gray then said he felt the emphasis for the year's program should be, of course, to be sure that the Alumni Club is a success and that should be the big push. However, there were a number of possible membership benefits that could accrue to alumni members through the cooperation of the University. For instance, the availability to members of the privileges of the University Library, golf course, concerts, lectures and theatre in some aspects. The Executive Director has already talked to Vice President Stanley Wenberg about these things. Mr. Wenberg has already presented the idea to the Vice Presidents and could see no particular road block ahead. A series of meetings should be set up with the people concerned to talk over what might be involved and worked out. President Gray asked the Executive Director to proceed to explore the various aspects of possible membership benefits and at the proper time bring his findings to the Executive Committee.

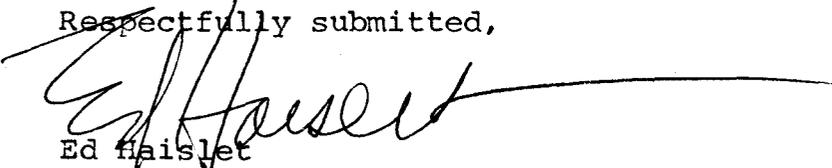
Algot Johnson said that he felt alumni giving was certainly a proper emphasis of the program and that alumni giving must be emphasized and be given every help possible. Lou Gross said that internally now the fund raising lines have been drawn more clearly and that the Alumni Fund was now doing what formerly UF was supposed to do; that is, work with annual giving of alumni. He felt that over the period of years the whole program would clarify and become more exact with real money being raised in this manner.

The progress report of the Alumni Club was then discussed. At the present time there are 1147 members signed up, with the membership letter going out July 12th to all members extending the date until August 1st for charter membership. Mr. A. H. Calvert has been hired, as authorized at the last Executive Committee meeting, at a salary of \$11,100 a year to start Monday, August 12th.

Mr. Algot Johnson stated that inasmuch as the Association has to go into debt \$50,000 of its own cash as a part of the lease agreement, and that because the first year will be a very difficult year and lots of business will be needed, he felt that \$50,000 should be raised through one of several ways: 1) Through a founder membership; 2) Through a Life membership; 3) Through corporation memberships. He indicated the Bar Association has raised about \$30,000 this way and felt that it is something the Association could do to assure the success of the Club. Considerable discussion followed and it was agreed that the general over-all idea was a good one but would have to be very carefully worked out. President Gray then said he would appoint a committee to prepare a report before the next meeting in September.

There being no other business, the meeting adjourned.

Respectfully submitted,


Ed Haislet
Executive Director

EH:mb

343

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
JULY 24, 1963

MINUTES

Pursuant to notices sent out to members of the Executive Committee, a special meeting was held Monday morning, July 22nd at 7:30 A.M., Minneapolis Athletic Club. In attendance were: Franklin Gray, President; Al Heimbach, Betty Sullivan, Algot Johnson, Rolf Fosseen, Robert Gillispie, Waldo Hardell and Ed Haislet

The first item of business was the progress report on the Group Insurance Program as follows:

Number of applications received and processed from effective date 10/1/62 through 6/30/63	890
Declined by Company, cancelled, or not accepted by proposed insured	<u>-185</u>
Certificates in force	705
Volume of insurance	\$7,050,000
Approximate total mailings	75,000
Response to mailings - applications plus inquiry cards (10% of inquiry cards result in applications)	1.61%
Total annual premium	\$ 40,320
Reported claims 2 @ \$10,000	\$ 20,000
Approximate direct Union Central expense (no administrative or clerical)	\$ 8,000
Approximate Union Central direct promotional expense per approved & accepted application	\$ 11.00
Average age of participants (\$57.19 average annual premium)	40

Also read was a letter from Charles Carey, Manager of the Sheraton-Ritz, in which they indicated that on the date of August 9th they will be able to tell us the date the Club will be finished. At the present time the tentative date is set for the week of September 8th.

As regards the Alumni Club area, those other 1075 sq. ft. in the kitchen and 5590 sq. ft. of the rest of the club, total 6665 sq. ft. of area. This is in response to a letter which indicated on the exhibit of quarters attached to the lease that the space was less than 6125 sq. ft. as contracted for.

344
The main purpose of the meeting was to discuss the report of the special committee appointed by President Gray, consisting of Algot Johnson, Chairman; Waldo Hardell and Ken Glaser to consider a plan for raising capital money for the Alumni Club. Algot Johnson backgrounded the Executive Committee on what the committee had done and the need for capital money for the Alumni Club. He presented an estimate of expenses and income and indicated that without additional funds the Alumni Club was going to have a difficult financial time the first year. He said of the three proposals - Individual Founding Members, Corporate giving and Life Membership - that it was the consensus of the committee that the Individual Founding Membership was out. Corporate giving would cause no difficulty and this was the way to go about it. Two-hundred corporate gifts at \$200.00 would be secured, thus raising \$40,000.00. For the \$200.00, each corporation would be given two memberships for one year which they could then give to two members of their corporation who are members of the Minnesota Alumni Association. At the end of the year the individuals could pick up the membership if they so desired. It was pointed out that a corporation in the 52% bracket would only be giving about 30¢ on \$1.00. The committee felt that a chairman should be named to head a committee that fifty people should be selected to go out and each get four corporation gifts. The committee members would represent fifty kinds of corporations within the Minneapolis, St. Paul and Duluth area. For instance, construction, insurance, automobile, railroads, airlines, banks, retail stores, savings and loans, group agencies, etc. The name of John Duxbury was suggested as Chairman since he had recently been with the Associated Industries and knew the various segments of industry.

Also as a second phase fifty life members at \$300.00 could be offered. This would raise \$15,000 and bring the total amount raised to \$55,000. The committee felt it would be necessary to mail to all 12,000 members in the state of Minnesota offering them the opportunity to become life members, on a first come first serve basis, but that a special list should be formulated and solicited probably first. The group could be of the family; that is, former Board Members, Past Presidents, and so forth.

In the discussion that followed, there was a great diversity of opinion. Everyone felt that if possible the \$50,000 capital money should be raised, but how to raise it no one was really quite sure. Some felt the corporation approach was not proper. Others felt that individuals should not be left out. Others questioned the life membership because it is such a good bargain and why should only fifty get in on it? Was it actuarially sound? As regards the life membership, it would have to be non-transferable and non-saleable and it was questioned whether it should be even transferred to the spouse. Also there is the connected problem of life membership in the Alumni Association. There was some feeling that \$100.00 was a better fee and easier to get than \$200.00 from corporations; also that memberships shouldn't be offered - they should be a straight gift so they wouldn't be taxable.

It was felt that the money should be raised through corporations and probably a life membership plan of some kind; maybe through individual sponsors, but it was felt the plan should be thought through carefully and the whole idea presented to the Board for their judgement and action. The meeting of the Board was set for Tuesday morning, August 13th, at 7:30 A.M. at the Minneapolis Athletic Club. Also minutes should be sent to each individual on the Executive Committee and they should react to what was indicated in the minutes before the Board received them.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
AUGUST 15, 1963

346

MINUTES

Pursuant to notices sent out to members of the Board of Directors, a special meeting of the Board was held Tuesday morning, August 13th, at the Minneapolis Athletic Club, 7:30 A.M.

Those in attendance were: Franklin D. Gray, President; Ray Foley, Rolf Fosseen, Robert B. Gillispie, Kenneth Glaser, Lou Gross, Waldo Hardell, J. D. Holtzermann, Algot Johnson, Elmer R. Lundgren, Harvey Mackay, Joe Maun, Robert Odegard, Bill Proffitt, Betty Sullivan, Ed Willson, and from the staff - Mr. A. H. Calvert, new Club Manager; Mike Hopkins, University decorator; Mrs. Widseth and Ed Haislet.

President Gray introduced two new members of the Board - Kenneth Glaser and Waldo Hardell, who are members of Algot Johnson's special Finance Committee; also Harvey Mackay, President of the M Club and Elmer Lundgren, new President of the College of Education.

President Gray went on to say that at the last meeting of the Executive Committee, a report of the Special Finance Committee was considered and it was agreed that capital funds should be raised, but the method was not agreed upon. It was felt that the whole matter should be presented to the Board for their decision. Since that time two meetings of the Special Finance Committee have been held. The committee has come up with a proposal, which is in his opinion, a good one. President Gray then called upon Algot Johnson, Chairman of the Special Finance Committee, who moved the adoption of the following resolutions:

"To proceed with the drive for \$50,000.00 for a building fund from one individual to corporations and companies. Requested donations shall be \$100.00 each with no special privilege except that donors shall become "Founder-Patrons" and shall be so listed. A committee will be formed to consummate this drive and the President be asked to write a letter explaining this drive to prospective donors, following a personal solicitation. The drive shall start immediately and shall be completed by September 15, 1963"

In the discussion that followed, the first question was about the early completion date for the drive. The committee said they felt that they could get more money before the Club opening rather than after. Joe Maun then raised the question as to the policy of asking for money for the Club was a good one? That it was not the basis upon which the original plan was

347

presented. Algot Johnson said he felt that capital money would be needed the first year and that the University had cleared the project. Waldo Hardell said he thought the Club would need the money but it was better to decide that question first.

Ray Foley raised the question, "Have the estimates been changed as to volume of business?" The Executive Secretary reported that Algot Johnson, after making a survey of other clubs, felt that the original figures are over-optimistic and had reduced them accordingly. Algot Johnson indicated that the Association should be sure that the Club succeeds and does not end up in the red. He said the \$50,000.00 to be paid back to the Minnesota Alumni Association belongs to 20,000 members and not the 2,000 members of the Club. Waldo Hardell felt the drive would be good for the University if done discretely and quietly and said that the Williams Fund and Stadium Fund drives hadn't hurt the University.

J. D. Holtzermann said all Board Members should try to assure the success of the Club. He felt that 1700 members, by direct mail approach, shows the acceptance of the Club by alumni; that the readiness of Algot Johnson, Waldo Hardell and Ken Glaser to go out and raise the money was not only admirable but a very practical realistic approach and that we should be over-cautious rather than over-optimistic. Ken Glaser indicated that the basic reason businesses fail is because of lack of working capital. He feels that we should have the drive now rather than later when the Club might be in trouble. Joe Maun said he was very concerned about the success of the Club. Lou Gross said that if the Club is going to be successful it will be so no matter whether the \$50,000.00 is raised or not - it depended upon use of the Club - not upon how many members we have or how much capital we have in the bank, but if we are going to raise money, now is the time before we are in trouble. He thought the plan presented was an easy way to do it and he would support it personally.

There being no other discussion, the motion to adopt the resolution was called for. The motion was approved with three decenting votes.

There was then a discussion about the closing date and there was a divided opinion on whether there should be an early closing date. It was felt that this could be determined by the committee. Checks are to be made payable to the University of Minnesota Alumni Club. It was pointed out that neither the Minnesota Alumni Association nor the Club are tax exempt. Joe Maun indicated that if the gift were earmarked for capital funds, there would be no tax. This should be put on the receipt; that is, that the gift is for capital funds. President Gray said that the Finance Committee will work out the details and carry out the campaign.

President Gray then asked the Executive Director to introduce his special guests, who after so doing, called upon Mike Hopkins to report on the decorations and progress of the Club.

Mr. Hopkins indicated that September 9th was realistic and the only question was regards the hood for the kitchen. He then went into the decor room by room and passed around samples of materials to be used.

Janet Widseth, who has handled the bookkeeping on the Alumni Club which has been a hugh job, reported on the present club figures. As of August 12th the following are the figures:

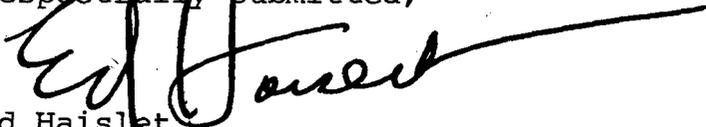
Total membership	1735
Total resident members	1266
Total non-resident members	469

Of the total 1735 members, 301 were women and 68 were faculty. As regards the last two counts, they are as complete as possible but not completely accurate. As regards the money taken in, total initiation fee paid - \$17,350.00; yearly dues paid - \$27,620.00; total tax on dues paid - \$4,435.00; total paid to Club - \$49,405.00; amount due to Club from unpaid dues - \$10,615.00.

Mr. A. H. Calvert, new Club Manager, then talked to the Board about the projected opening ceremony. It would start with a ribbon-breaking ceremony about 10:30 in the morning with the Board of Directors and special guests in attendance, including specially invited members of the Press. It would be followed by a luncheon in the Club with such a program as might be worked out. Then at 3:00 P.M. the Club would be opened to the membership, at which time coffee and tea would be served, plus finger sandwiches, etc. Thereafter during the week, only lunches would be served - no dinners - and open house would be held from 9:30 A.M. until 11:00 A.M. and from 2:30 P.M. until 5:00 P.M. At this time coffee, tea and other beverages would be served along with some type of light food.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



Ed Haislet
Executive Director

EH:mb

Note: Mr. Robert Gillispie was the first to turn in his \$100.00 for the capital fund drive, indicating that he was doing this now so he wouldn't have to be solicited.

349

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
SEPTEMBER 10, 1963

MINUTES

Pursuant to notices sent to members of the Executive Committee, a meeting was held Tuesday morning, September 10th, 7:30 A.M., Minneapolis Athletic Club.

In attendance were: Franklin D. Gray, President; Algot Johnson, Rolf Fosseen, Charles Judd Ringer, and Ed Haislet.

The quarterly statement from the Midland Bank, for the period 7/1/63 to 8/30/63 on the Life Endowment Fund was reported, which indicated that \$1,241.95 from income and \$16,692.20 in the principal account means that amount of money is available for investment. The report was accepted.

The auditors report for the fiscal year 1962-63 (Wilkerson, Guthmann & Johnson CPA's) was presented for discussion. On motion duly made and seconded it was voted to recommend acceptance by the Board of Directors. It was noted that the Minnesota Alumni Association is financially in a good position.

M77

At the present time the Alumni Club membership has a total of ~~47-773~~. The Alumni Club opening is set now for September 19th, 11:45 A.M. ribbon-cutting ceremony with President Gray doing the honors. Speaking at the luncheon will be Joe Maun, Dr. Lundquist and President Wilson. (Note: President Wilson and Vice President Wenberg will be in attendance) Also Ed Haislet will be called upon for a few remarks.

For the Club Fund Raising Project, Algot Johnson reported that \$1100 has been raised by Ken Glaser. A meeting will be held with Ken Glaser and Waldo Hardel on Friday to determine who should be chairman for the various areas of industry to be contacted. Once a chairman is selected, he will work out a list of names to be sent to the Alumni Office and a letter will be sent out over Franklin Gray's signature to the list. All Board Members will be contacted and solicited before the 19th. Other lists will be mailed after the opening.

In the absense of Al Heimbach, the Executive Director indicated that Mr. Heimbach felt that in order to get \$100.00 from corporations on an advertising approach, it would be necessary to give them a quarter or helf page in the alumni magazine. It was the feeling of the Executive Committee that this would not be necessary and should not be done. It would interfer with the regular advertising program and also would be a very costly undertaking financially for the magazine.

350

Reported to the Executive Committee was the resignation of Joe Davidson and the appointment of Merrill Busch as his replacement. Joe Davidson's resignation goes into effect as of September 15th and Merrill Busch started with the Association Monday, September 9th. Mr. Busch comes to the Association with a fine background and experience. He is a graduate of the University of Minnesota, 1958 BA degree in English, Phi Beta Kappa. He went directly in the service where he was employed as a writer of job justification reports for Fifth Army Headquarters. On his return he was employed by the Minneapolis Star and Tribune as a commercial artist and copy writer in the Retail Advertising Department. From January, 1962 until the present time he was employed as Editor and Publisher of the Diversified Publications, Inc., Minneapolis - a regional and investment magazine. He was responsible for the bulk of planning and writing, assigning and editing of free lance work, as well as layout, design and production. He left the company due to its sale and moved to Chicago. In checking his references, it was found that he is especially competent as a writer, editor and illustrator; a very creative person with real ability.

Judd Ringer reported as Chairman of the Office Space Committee, that he had met with Vice President Stanley J. Wenberg. He talked to him especially about Nicholson Hall location for the Alumni Office. He indicated that Vice President Wenberg said he agreed that this is a proper move for the Association and would do everything possible to help on this move. Judd Ringer and his committee feel that this is the right location and space for the Association offices. They are anxious to see the move completed as soon as possible. They will continue to work with Vice President Wenberg on this project.

Finally the matter of a menu for the club opening was talked about. It was felt that it should be one of the regular items on the menu or a specialty of the house so that those present can see the kind of food that will be regularly served at the Club.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

351

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
SEPTEMBER 27, 1963

MINUTES

Pursuant to notices sent to the Board of Directors, the fall dinner meeting of the Board was held Tuesday, September 24th in the University of Minnesota Alumni Club.

In attendance were: Dorothy Anderson, Bruce Abrahamson, Rhode Becklund, Sam W. Campbell, Clifford Christenson, Ken Duncan, Ray Foley, Robert Gillespie, Franklin D. Gray, Louis Gross, Waldo Hardell, Al Heimbach, Algot Johnson, Angelus LeGros, Elmer Lundgren, Dr. Virgil J. P. Lundquist, Harvey Mackay, A.O.C. Nier, Robert Odegard, Cliff Sommer, Leif Strand, Betty Sullivan, Jan Tillisch, Terrance Webster, Stan Wenberg, Violet Graf. Staff members in attendance were: Merrill Busch, Ed Haislet, Dennis Swan, Chet Tomczyk and Janet Widseth.

After the introduction of new Board and Committee members, President Gray called the meeting to order. Minutes of the Executive Committee meeting of September 10th were approved as sent out. Clifford Sommer, Treasurer, presented the audit of the Minnesota Alumni Association books for the fiscal year ending June 30, 1963. The books were audited by Wilkerson, Guthmann and Johnson, CPA's, St. Paul. All Board members had received a copy of the audit. On motion duly made and seconded, it was voted to accept the audit and place on file.

President Gray then called upon the Executive Director to report on the Alumni Club. Open House was a success; over 600 alumni visited the facility during the three days. An unofficial financial report on the Club is as follows:

Non-resident members	493
Resident members	<u>1,294</u>
TOTAL	1,787 as of Sept. 24, 1963

Paid Initiation Fee	\$17,930
Paid Annual Dues	35,040
Federal Tax	<u>5,996</u>
TOTAL	\$58,966

Balance Due from 115 individuals \$ 2,715

Alumni Club expenditures are as follows:

Brochure	\$2839.08
Letter Head	158.75
Envelopes	477.94
Salaries	969.15
Insurance	233.93
Postage	155.05
Printing	287.25
Rent	1335.60
Matches	<u>104.72</u>
TOTAL	\$6561.00

312
Algot Johnson reported briefly on the Fund Drive and said it got off to a slow start but he was sure that with the help of Waldo Hardell and the Executive Director, the Fund drive would be successful.

Dr. Leif Strand brought up the fact that there were a number of former students who never received any mailings in the Alumni Club. These are people who took post graduate work in Medicine and Dentistry at the University and who are therefore eligible but did not receive information on the Club and therefore could not take advantage of charter membership. He felt that the charter membership should be allowed these people at the discretion of the Executive Director. In the discussion that followed it was agreed that the Board reaffirm its position that of September 15th all those memberships after date of September 15th will be regular memberships at \$56.00.

The Executive Director then was asked to report on the 1963-64 alumni program. The Executive Director indicated that this had been a particularly busy year and a most important one to the Association because of the following reasons:

The University of Minnesota Alumni Fund was placed under his direction as of July, 1963 - that a new pattern of mailing had been worked out. Whether it would work or not, only time would tell.

Also a new Alumni Life Insurance Program had been inaugurated - that to date 919 applications have been received and processed, of which 175 have been declined, cancelled or not accepted. Eight applications are in process. In force at the present time are 736 policies amounting to \$7,360,000.00. Two claims for a total of \$20,000 have been paid. Some 76,000 pieces of mail have been sent. Total annual premiums at the present time are about \$41,000. The average age of the individual is 40; the average annual premium is \$57.19.

As regards the Life Membership Program, three times the money was brought in this year than ever before but not as much as would have been received if the letter which had been so effective had not been discontinued at the request of the Board.

Likewise, that the Advertising Program this year had brought in the most money ever received by the Association and is far ahead on auditing monies received by any Alumni Association in the Big Ten.

The Executive Director explained the new staff reorganization which started on the resignation of Ray Chisholm. Two Assistant Directors were appointed, Dennis Swan and Janet Widseth. Dennis Swan is in charge of the Association's Constituent Group Program and Janet Widseth is in charge of the Alumnae work, reunions, student-alumni relations and mailings. Chet Tomczyk was hired to replace Swan as Field Representative; Merrill Busch named as Editor to replace Joe Davidson.

The Executive Director then called on Chet Tomczyk to talk about his field program for the year. Chet indicated that there were about 55 clubs in the state and that during the fall he visits each one (usually 2 a day). He works with them on the organization of their Board and on their program for the year. The date for the annual meeting is usually set and faculty speakers determined for their annual meeting. During the winter and spring, the job is one of reorganizing weak clubs and working on programs. There are several phases of the program - recruiting, scholarship, membership and the University Committee. He said that he had been out in the field only three weeks but felt it was a real challenge and that he would try to do the same caliber of work as had Dennis Swan.

Merrill Busch was then asked to talk about the magazine. Merrill made five points. 1) The magazine must reflect the dynamic vital character of the Association editorially and by design. 2) The magazine must be developed as a means of communication between the Alumni Association and the University. 3) Develop the magazine as a better advertising medium. 4) To inform alumni of the needs of the University and then show them how to help. 5) Carry on the tradition of the magazine and the Association; that is, depict the campus and school as it is now, provide information about other alumni, and to be sure to see that the magazine gets out on time.

Dennis Swan was then called upon to talk about the Constituent Program. He indicated that the Association is secretariat for each of the 13 constituent groups; that each of the constituent groups has a membership drive and an annual meeting and that each Constituent Association has a special program of their own. He then illustrated the kind of programs each group operated during the year.

Janet Hart Widseth was called upon to talk about her work. She said her work incorporates that of the Minnesota Alumnae Club, which is a fine going group and which now has extended their operation to encompass all the women in the metropolitan area, some 14,000. The plan is to extend alumnae work, if possible, to other large urban areas of the country. She plans to visit Detroit, Michigan which has a very fine alumnae group; then to meet with the Chicago group as soon as possible. Mrs. Widseth then listed the annual program for the Minnesota Alumnae Club. As regards alumni relations, she said the hope is to invite students in groups of 50 during the year and give them information about the Alumni Association and membership and, if possible, to sign them upon membership. Mrs. Widseth indicated her work with foreign students and her work with the 40 and 50 year reunion classes. She also stated that one of her important jobs is to see that the mailings go out on schedule, that this was a tremendous job and she hasn't realized the amount of time and work that went into the membership program. She also talked about her "other" work. She has been handling the bookkeeping on the Alumni Club and directing the secretarial work involved, which has really taken up most of her time for the past two months.

President Gray then said that Judd Ringer had planned to report on the Alumni Office Space Committee - that the committee had met and felt that the space in Nicholson Hall, with the entrance on 15th Avenue, was particularly fitted as an Alumni Office. Mr. Ringer had also met with Vice President Wenberg, who said he would do everything he could to obtain the space for the Alumni Association although there are other departments who want the same space. Vice President Stanley Wenberg was then asked to say a few words. He talked briefly about the space problem at the University and some of the contemplated changes. He said he would do everything he could to assist the Alumni Office in getting the space needed.

There being no new business, on motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAISLER
EXECUTIVE DIRECTOR

EH:mb

354

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
OCTOBER 21, 1963

Pursuant to notices sent to the Executive Committee, a meeting was held Wednesday morning, October 16th, 7:30 A.M., Minneapolis Athletic Club.

In attendance were: Franklin Gray, presiding; Judge Rolf Fosseen, Judge Robert Gillispie, Louis Gross, Al Heimbach, Dr. William Proffitt, Cliff Sommer, Edwin A. Willson, Judd Ringer and Ed Haislet.

The first item was the discussion of the support on the Capital Gift campaign. The Alumni Director indicated that \$3250.00 had been raised so far with about \$1200.00 coming from the Board and the balance through Algot Johnson. Before Algot Johnson left for his tour, a meeting was held in the office of Waldo Hardell at which time Ed Haislet and Waldo Hardell were given assignments to contact individuals in various corporations to see if they would head up the fund raising for their particular area. Mr. Hardell is out of the city and Ed Haislet hasn't been able to follow through as yet due to the press of other duties. Glenn Seidel had called and thought the fund raising should be tied in with life membership. Likewise that the present club members should be circularized. In considering the matter, the Executive Committee felt this matter of life membership had been fully explored and a decision reached that the Club members should not be asked to be founder sponsors at this time. It was felt that the program should be carried forward and the Executive Director should carry forward the work as fast as is feasible with no pressure being exerted on any of the members. Don Knutson should be called to see how he is coming on Algot Johnson's list.

As regards the Alumni Club, as of October 15th, there are:

507 non resident members
1316 resident members
1823 total members

Paid initiation fee	\$18,090.00
Initiation fee to capital expenditures	280.00
Paid annual dues	36,465.00
Federal Tax	<u>6,264.00</u>
TOTAL	\$61,099.00

Balance still due from 78 individuals - \$ 1,870.00

The Executive Director then reported that for the first seven operating days that a total of \$5,331.15 has been taken in as follows:

Food	\$3,191.80
Liquor	2,139.35 (gross)

355
Eight percent of the food gross is \$255.32 and 32% of the liquor is \$684.54 for a total of \$939.86 net profit during the first seven days. For the week of September 23-28, 992 meals were served; week of October 1-5, 929 and October 7-12, 860.

Originally in figuring the amount of money necessary to operate the Club, the amount of business needed was estimated as \$4245.00 per week. For the first three weeks this estimate has been exceeded. Likewise the percentage of liquor to food is 60% and this is 20% over the estimated 40% which means there is more profit to the Club. Also the total estimated income from dues was figured at \$37,500.00. At the present time \$36,465 has been taken in. In other words, the Alumni Club is right on schedule as regards estimates. If the business can be continued or increased, the Club will end in the black for the year.

It was felt that promotion of business for the Club should be done. The Executive Director indicated that Cal Calvert had many ideas and that promotion will be started as soon as it can be worked out and as soon as the exact load for the Club can be determined. It was felt that the total number of club memberships should be increased.

The Executive Director then talked about the Club finances and he indicated that the Alumni Club owed the Minnesota Alumni Association \$2,839.08, which was paid for by the MAA on the Club brochure. On motion duly made and seconded it was voted that the \$2,839.08 be paid back to the Alumni Association from the Alumni Club Capital Expenditure Fund from initiation fees. Also the Association is to be paid back \$5,000 a year or \$416.70 per month on the \$50,000 loan without interest. In discussion it was felt that after the end of 90 days of operation, the Club should start paying \$416.70 each month to the Association.

In the discussion on the Club it was felt that the menu should be changed more often and the food prices were too high and should not be higher than the Brasserie Room in the hotel. It was the feeling of the Executive Committee that members wouldn't particularly say anything about the prices - just wouldn't come back.

The Executive Director recommended to the Executive Committee that a checking account should be established in the Midland National Bank in downtown Minneapolis for the Alumni Club operation account. In the budget for this year is the sum of \$3519.00 for stationary, letterheads, envelopes, membership cards, postage, supplies, insurance, billing and phones and so forth. These are the items which are under the direct jurisdiction of the Club Manager. The Executive Director recommended that this account be available to the Club Manager so he could sign the checks and operate this part of the fund. After a discussion followed, it was felt that this probably should be done but that the manager should be bonded and that all the regular procedures for audit and control should be set up; also that a monthly statement should be forthcoming from the Club Manager to the Executive

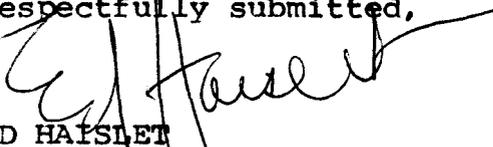
Director to be reported to the Executive Committee. On motion duly made and seconded it was authorized that a checking account in the amount of \$2740.08 be set up in the Midland Bank as the Alumni Club Office Supply and Equipment Operating Fund, with checks to be signed by the Executive Director, President of the Association and the Club Manager - one signature only.

President Gray raised the matter of legislative luncheon costs. The Executive Committee said it was to be left to the President to do what he felt best.

The matter of additional MAA membership privilege was discussed; University concerts, lecturers, library, golf course, athletic events, book store and theatre. It was felt that these matters ought to be explored and if possible some of these privileges could be secured this year. A committee was appointed with Cliff Sommer as Chairman, Bill Proffitt and with other committee members to be named by the President to explore the matter and report back to the Executive Committee.

On motion duly made and seconded, the meeting adjourned.

Respectfully submitted,



ED HAYSLET
EXECUTIVE DIRECTOR

EH:mb

360

THE MINNESOTA ALUMNI ASSOCIATION
 205 COFFMAN MEMORIAL UNION
 UNIVERSITY OF MINNESOTA
 MINNEAPOLIS 14, MINNESOTA
 DECEMBER 1, 1963

MONTHLY REPORT FOR ALUMNI CLUB

Resident members	1329	
Non-resident members	<u>550</u>	
TOTAL	1879	(328 women members)

Money Received

Initiation Fee	\$18,660.00
Initiation Fee to Cap. Expenditures.....	840.00
Annual Dues	39,065.00
Federal Tax	<u>6,687.00</u>
	\$65,252.00

Dropped from list - 25 persons (9 non-resident)

Total owed \$ 560.00

Money Received - Alumni Club TOTAL \$65,252.00

Money to MAA Membership	3,046.50
Refunds	774.50
Bank Interest	<u>344.96</u>
	\$69,417.96

ALUMNI CLUB ACCOUNTS

Savings Account Bank Balance	\$ 40,398.41
Transferred to Checking Account	27,500.00
Paid to MAA for memberships by separate checks ...	1,502.50
Check to be deposited (Hartleben)	10.00
Refund to be received from MAA (Siiter)	5.00
Charge on Hagstrom check	1.55
Cash	<u>.50</u>
	TOTAL \$ 69,417.96

Alumni Club Total Received	\$ 68,753.00
Refunds deducted from totals	
(\$150.00 + \$140.00 + \$30.00)	320.00
Bank Interest	<u>344.96</u>
	\$ 69,417.96

261

UNIVERSITY OF MINNESOTA ALUMNI CLUB REVENUE

BY MONTH

September

(7 operating days)

		<u>Per Day</u>		<u>Net Profit</u>	<u>Per Day</u>	<u>% Profit</u>
59.88%	Food gross	\$3191.80	(455.97)	8%	\$255.32	36.47
40.12%	Beverage gross	<u>2139.35</u>	(305.62)	32%	<u>684.54</u>	97.79
		\$5331.15	(761.59)		<u>\$939.86</u>	

Rent \$2329.46
 Less 939.86
 Due \$1335.60

Beverage is 67% of food

October

(27 operating days)

		<u>Per Day</u>		<u>Net Profit</u>	<u>Per Day</u>	<u>% Profit</u>
66.32%	Food gross	\$10235.88	(379.09)	8%	\$ 818.85	30.32
33.32%	Beverage gross	<u>5116.75</u>	(189.48)	32%	<u>1637.36</u>	60.64
		\$15352.33	(568.63)		<u>\$2456.21</u>	

Rent \$3385.00
 Less 2456.21
 Due \$ 928.79

Beverage is 50% of food

November

(25 operating days)

		<u>Per Day</u>		<u>Net Profit</u>	<u>Per Day</u>	<u>% Profit</u>
70.49%	Food gross	\$ 9937.85	(397.51)	8%	\$ 795.83	31.83
29.51%	Beverage gross	<u>4162.92</u>	(166.51)	32%	<u>1332.13</u>	53.28
		\$14100.77	(564.02)		<u>\$2127.16</u>	

Rent \$3385.00
 Less 2127.16
 Due \$1257.84

Beverage is 42% of food

362

THE UNIVERSITY OF MINNESOTA
ALUMNI CLUB
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA

LUNCH-DINNER COUNTS

sept.	<u>Week 1</u>	<u>Lunches</u>	<u>Dinners</u>	<u>Totals</u>
	M - 23	38	48	86
	T - 24	84	64	148
	W - 25	84	65	149
	Th - 26	97	79	176
	F - 27	98	90	188
	S - 28	<u>142</u>	<u>130</u>	<u>272</u>
		543	476	1019
		Aver. 86.0	Aver. 79.33	Aver. 165
Oct.	<u>Week 2</u>			
	M - Sept. 30	89	55	144
	T - 1	110	27	137
	W - 2	126	35	161
	Th - 3	110	56	166
	F - 4	82	49	131
	S - 5	<u>166</u>	<u>168</u>	<u>334</u>
		683	390	1073
		Aver. 114	Aver. 65	Aver. 179
	<u>Week 3</u>			
	M - 7	35	32	67
	T - 8	106	46	152
	W - 9	91	33	124
	Th - 10	107	40	147
	F - 11	120	69	189
	S - 12	<u>39</u>	<u>142</u>	<u>181</u>
		498	363	861
		Aver. 83	Aver. 60.05	Aver. 143
	<u>Week 4</u>			
	M - 14	41	50	91
	T - 15	72	25	97
	W - 16	97	49	146
	Th - 17	35	72	107
	F - 18	74	60	134
	S - 19	<u>19</u>	<u>93</u>	<u>112</u>
		338	349	687
		Aver. 56	Aver. 58	Aver. 114
	<u>Week 5</u>			
	M - 21	40	22	62
	T - 22	118	47	165
	W - 23	74	91	165
	Th - 24	143	50	193
	F - 25	112	92	204
	S - 26	<u>192</u>	<u>156</u>	<u>348</u>
		679	458	1137
		Aver. 115	Aver. 76	Aver. 189

(63)

Oct.	<u>Week 6</u>	<u>Lunches</u>		<u>Dinners</u>		<u>Totals</u>	
	M - 28	93		49		142	
	T - 29	78		26		104	
	W - 30	57		9		66	
	Th - 31	82		10		92	
Nov.	F - 1	89		57		146	
	S - 2	<u>203</u>		<u>127</u>		<u>330</u>	
		602	Aver. 100	278	Aver. 46	880	Aver. 146

Week 7

M - 4	41		31		72
T - 5	93		47		140
W - 6	68		35		103
Th - 7	113		53		166
F - 8	105		68		173
S - 9	<u>26</u>		<u>66</u>		<u>92</u>
	446	Aver. 74	300	Aver. 50	746
					Aver. 124

Week 8

M - 11	62		46		108
T - 12	63		34		97
W - 13	89		56		145
Th - 14	155		33		188
F - 15	73		67		140
S - 16	<u>55</u>		<u>156</u>		<u>211</u>
	497	Aver. 83	392	Aver. 65	889
					Aver. 148

Week 9

M - 18	84		28		112
T - 19	96		71		167
W - 20	119		45		164
Th - 21	104		51		155
F - 22	67		79		166
S - 23	<u>83</u>		<u>122</u>		<u>205</u>
	553	Aver. 92	396	Aver. 66	949
					Aver. 158

Week 10

M - 25	80		41		121
T - 26	52		33		85
W - 27	66		52		118
* Th - 28					
F - 29	103		62		165
S - 30	<u>23</u>		<u>126</u>		<u>149</u>
	324	Aver. 65	314	Aver. 63	638
					Aver. 123

* Thanksgiving

THE UNIVERSITY OF MINNESOTA ALUMNI CLUB
 205 COFFMAN MEMORIAL UNION
 UNIVERSITY OF MINNESOTA
 MINNEAPOLIS 14, MINNESOTA

USE BY DAY OF WEEK
 (first 10 weeks)

LUNCHES

OF	MON.	TUES.	WED.	THURS.	FRI.	SAT.	TOTAL	AVER.
23 (1)	38	84	84	97	98	142	543	86
30 (2)	89	110	126	110	82	166	683	114
7 (3)	35	106	91	107	120	39	498	83
14 (4)	41	72	97	35	74	19	338	56
21 (5)	40	118	74	143	112	192	679	115
28 (6)	93	78	57	82	89	203	602	100
4 (7)	41	93	68	113	105	26	446	74
11 (8)	62	63	89	155	73	55	497	83
18 (9)	84	96	119	104	67	83	553	92
25 (10)	80	52	66		103	23	324	123
	603 (6)	872 (4)	871 (5)	946 (2)	923 (3)	948 (1)	5163	926
Percentage	60.3 12%	87.2 17%	87.1 17%	105.1 18%	92.3 18%	94.8 18% = 100%	545.0	92.6

Day	Total Meals	Average	Percent
Saturday	948	94.8	18 %
Thursday	946	105.1	18 %
Friday	923	92.3	18 %
Tuesday	872	87.2	17 %
Wednesday	871	87.1	17 %
Monday	602	60.3	17 %
			100 %

DINNERS

OF	MON.	TUES.	WED.	THURS.	FRI.	SAT.	TOTAL	AVER.
23 (1)	48	64	65	79	90	130	476	79
30 (2)	55	27	35	56	49	168	390	65
7 (3)	32	46	33	40	69	142	363	60
14 (4)	50	25	49	72	60	93	349	58
21 (5)	22	47	91	50	92	156	458	76
28 (6)	49	26	9	10	57	127	278	46
4 (7)	31	47	35	53	68	66	300	50
11 (8)	46	34	56	33	67	156	392	65
18 (9)	28	71	45	51	79	122	396	66
25 (10)	41	33	52	--	62	126	314	63
	402 (6)	420 (5)	470 (3)	444 (4)	693 (2)	1286 (1)	3716	628
Percentage	40.2 (6) 10.8%	42.0 (5) 11.3%	47.0 (4) 12.6%	49.3 (3) 12%	69.3 (2) 18.7%	128.6 (1) 34.6%	371.6 100%	62.8

Day	Total Meals	Average	Percent
Saturday	1286	128.6	34.6
Friday	693	69.3	18.7
Wednesday	470	47.0	12.6
Thursday	444	44.4	12.0
Tuesday	420	42.0	11.3
Monday	402	40.2	10.8
			100 %

USE BY DAY OF WEEK
(first 10 weeks)

LUNCH AND DINNER

<u>WEEK OF</u>	<u>MON.</u>	<u>TUES.</u>	<u>WED.</u>	<u>THURS.</u>	<u>FRI.</u>	<u>SAT.</u>	<u>TOTAL</u>
Sept. 23 (1)	86	148	149	176	188	272	1019
Sept. 30 (2)	144	137	161	166	131	334	1073
Oct. 7 (3)	67	152	124	147	189	181	860
Oct. 14 (4)	91	97	146	107	134	112	687
Oct. 21 (5)	62	165	165	193	204	348	1137
Oct. 28 (6)	142	104	66	92	146	330	880
Nov. 4 (7)	72	140	103	166	173	92	746
Nov. 11 (8)	108	97	145	188	140	211	889
Nov. 18 (9)	112	167	164	155	166	205	969
Nov. 25 (10)	<u>121</u>	<u>85</u>	<u>118</u>	<u>---</u>	<u>165</u>	<u>149</u>	<u>638</u>
	1005	1292	1341	1390	1636	2234	8898
	100.5	129.2	134.1	154.4	163.6	223.4	889.8
Percentage	11%	14.5%	15.5%	15.6%	18.3%	24.1%	

Summary

<u>Day</u>	<u>Total Meals</u>	<u>Average</u>	<u>Percent</u>
Saturday	2234	223.4	24.1%
Friday	1636	163.6	19.3%
Thursday	1390	154.4	15.6%
Wednesday	1341	134.1	15.5%
Tuesday	1292	129.2	14.5%
Monday	1005	100.5	11.0%

387

THE MINNESOTA ALUMNI ASSOCIATION
205 COFFMAN MEMORIAL UNION
UNIVERSITY OF MINNESOTA
MINNEAPOLIS 14, MINNESOTA
DECEMBER 9, 1963

MINUTES

Pursuant to notices sent to the Executive Committee a meeting was held on Monday, December 9th, 7:30 A.M., Minneapolis Athletic Club.

In attendance were: Franklin D. Gray, Presiding; Judge Rolf Fosseen, Al Heimbach, Betty Sullivan, Ed Wilson and Ed Haislet.

A report on the questionnaires sent out by the Executive Director to other Alumni Secretaries of the Western Conference indicated that all the groups, with the exception of Michigan State, have considerable more office space than the Minnesota Alumni Association. Northwestern, Ohio State, Iowa and Michigan have their own alumni houses and Wisconsin is in the process of building one. Illinois is in the process of moving from the second to the third floor of the Union, with almost double the space. In all cases their quarters, light and heat are furnished by the University, including janitorial services.

Ohio State	19,956
Northwestern	9,000
Purdue	6,000
Indiana	4,118
Iowa	3,000
Illinois	2,571
Wisconsin	2,500
Michigan State	1,500

Michigan has no information as to space. Have own building.

It was agreed that this information should be sent to members of the Committee, to the University Space Committee, the University and Vice President Stanley J. Wenberg.

The matter of admitting founding patrons to limited club membership was again brought up because of the letters received from founder-patrons on the matter. It was felt that issuing membership cards even on a limited basis was not practical. That it best be handled through guest cards. It was recommended that the Club House Committee take the matter under consideration.

The Executive Director then talked of his meeting with Mr. Carey on club problems. The hotel is most anxious to be of assistance and will do everything possible to make the club a success. The problem is one of communication and closer communication should be set up between the Alumni Office, the Alumni Club and Mr. Carey and his staff. Mr. Carey, his staff and the alumni staff should soon meet to go over working procedures.

258
 Financial statements on the Alumni Club, copies which are attached, for the month of September, October and November were distributed. Included were lunch-dinner accounts listed by days of the week.

On the basis of the reports on gross and net income for the seven days in September, for October and November the following analysis is possible:

University of Minnesota Alumni Club
 Estimated Cost of Operations for Twelve Months
 September 19, 1963 to September 18, 1964

To cover Rent, Loan

Rent - \$5.00 per sq. ft. - 6125 sq. ft.	\$30,625.00
Loan - \$75,000 @ 6% - 10 yrs. - Sheraton Corp.	10,000.00
Loan - \$50,000 - no interest - 10 yrs. MAA	<u>5,000.00</u>
	\$45,625.00 per yr.

Club needs to net \$150.00 per day for 305 days a year (6 days a week excluding 7 holidays)

60% of net profit to come from beverage (32%)	\$ 90.00
40% of net profit from food (8%)	<u>60.00</u>
	\$150.00 (per day net profit)
.32 x =\$90 x =\$90 ÷ 32 = \$281.00 per day	
.08 x =\$60 x =\$60 ÷ 08 = \$750.00 per day food	

Therefore, Bar must produce \$281.00 per day of Business
Dining room must produce \$750.00 per day of Business
 Or total of \$1131.00 per day

Applying then these figures to business so far done:

Bar - \$281.00 per day of business
 Dining room \$750.00 per day of business
 Total gross \$1131.00

September - 70 operating days - gross revenue per day
 Dining room \$455.97 or 60.8%; short \$295 gross per day
 Bar \$305.62 or 9.2% above figure by \$24.00
 \$761.00 of \$1131 of total gross needed or 67%

October - 27 Operating days - gross revenue per day
 Dining room \$379.00 or 50.5% - short \$371.00 gross per day
 Bar \$189.00 or 67.2% short \$92.00 gross per day
 \$568.00 of \$1131 total gross needed or 50.2%

November - 25 Operating days - gross revenue per day
 Dining room \$397.00 or 52% - short \$353.00 gross per day
 Bar \$166.00 or 59% - short \$115.00 gross per day
 \$564.00 of \$1131 total gross needed or 49.8%

The facts indicate that the club is being used only 50% of what is needed to take care of rent and amortization of loans. On this basis a great deal of promotion of use of Club is indicated.

At this point suggestions for special Club memberships were discussed; first, a new special graduate fee. The idea is to get the new alumni to think in terms of the Alumni Club early in their careers so the Alumni Club will become their club. While they won't use the Club much at first, it is important to get them to think the Alumni Club is their club. It was suggested that an initiation fee of \$2.00 be charged, then dues the first year out \$6.00 and one dollar increase per year until \$10.00 is reached. However, it was felt that we should keep \$20.00 initiation fee and something should be worked out. This presents problems in regard to a graduated fee. If it can be worked out it can be started with the June graduates.

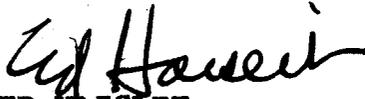
Also, the idea of a faculty rate was discussed. It was felt the reduced rate would not bring in a lot of faculty members. Also, advocated by some of the life members that for life members in the Association no initiation fee should be charged for the Alumni Club.

The whole matter of Club membership was referred to a Membership Committee to be appointed by President Gray. The Committee is to study the matter and bring in the report on plans at the time of the meeting of the Board of Directors meeting January 21, 1964.

Following this there was discussion concerning the tipping problem at the Club. At the bottom of the menu a paragraph on tipping should be printed; also, the women's lavatories opening by the front desk present a problem and the idea of a screen has been thought about. These matters were to be discussed by the House Committee.

On motion duly made and seconded the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH:mb

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

February 4, 1964

MINUTES

Pursuant to notices sent to the Executive Committee a meeting was held on Tuesday, February 4, 1964, at 7:30 a.m., Minneapolis Athletic Club.

In attendance were Franklin D. Gray, President; Judge Rolf Fosseen; Edwin Willson; Judge Robert Gillespie and Ed Haislet.

The Executive Director reported on Club membership:

	<u>Dec.</u>	<u>Jan.</u>	<u>Feb.</u>
Resident	1 329	1 355	1 368
Non-Resident	550	556	573
Total	1 879	1 921	1 941

The budget forecast and estimate of the Alumni Club were presented by A. H. Calvert at the meeting of the House Committee. It showed that expenses including salaries, rent, loan, insurance and the office expenses come to about an average of \$5187.60 per month (excluded was audit cost, which increases the budget about \$25 per month.) The income forecast, without using dues, was an average of \$2417 a month. This means that \$2200 or \$2300 per month would have to come from dues; in other words, the Club is not doing enough business to carry the expenses and must depend upon the Club dues to make it. With the present volume of business the Club is financially secure the first year. However, no reserve would be left and what would happen the second year is problematical. If there is a decrease in membership, the Club could get into financial difficulty the second year. This report indicates that membership must be stepped up for both resident and non-resident classifications, and the Club must be used more regularly by its members. A program to entice members into the Club is necessary. It is becoming nothing more than an eating place. The Club is in trouble.

Franklin Gray reported on the meeting of the Membership Committee. The Committee feels that in order to sell the Club they have to have a good product which they felt at the present time they don't have. At the present time it is only an eating place. It should have a program. They wanted the House Committee to give assurance that a program would be forthcoming.

310
In regard to membership they recommended that an associate member be established for graduates who have been out six years and they would pay no initiation fee, dues to be \$3.00 per quarter or \$12.00 per year, but to be billed quarterly. It was voted to recommend consideration of this proposal at the meeting of the full Board.

Franklin Gray then reported on the Club House Committee Meeting. He said he reported to the House Committee the feeling of the Membership Committee as regards the food and beverage. Dave Steward, Resident Manager of the Sheraton-Ritz Hotel, said there would be a new American chef taking over as of February 15th and he felt that menus would be better and changed more often. He asked that we be patient a little longer. In order to assist Mr. Calvert with promotion, Mr. Gray is to appoint a Promotion Committee. He named Al Heimbach as Chairman. Also, a Financial Committee will be set up to aid Mr. Calvert.

A communication from Cliff Sommer was read and its contents discussed. It was felt that results could be achieved by the House Committee which is actually the Executive Committee for the Club with the help of the committees to be appointed. The Club will be put on a firm basis. Franklin Gray said he had told Mr. Calvert that on Wednesday, March 8th, he expected to have a six or seven weeks program. Ed Haislet said the Alumni Office would do the mailings via DMI. The point of Mr. Cliff Sommer's letter was that we need increased membership in the Club and a brochure should be made out to help achieve this. The Membership Committee is in the process of working out plans to do this.

The Executive Director reported on the Annual Meeting of the Alumni Association which is set for June 1, 1964, at the Sheraton-Ritz Hotel Ballroom at 6:00 p.m. An Outstanding Achievement Award will be given to John Moorhead and several Alumni Service Awards will be given out. Mr. Roy Wilkins, Executive Director for the National Association for the Advancement of Colored People has been asked to be the speaker. If he refuses, it was thought that Robert Gilruth, Director of Project Mercury, be asked.

By Laws for the Alumni Club sent to all Board members were discussed. It was recommended for adoption by the Board with one change; on six, article five, Committees (A) The House Committee should be composed of not more than seven members (instead of five.)

Cliff Sommer, Treasurer and Chairman of the Investment Committee in his letter of December 18th, requested that the Investment Committee at the next opportunity discuss the resolution by which the Investment Committee is authorized to invest in common stock. The Investment Committee is not going to recommend a change, but thought the Board of Directors should know the conditions under which the stocks are purchased for the life membership fund. In this way the Directors of the Association would know the make up of the fund.

A report of the action taken by the Investment Committee was made. Invested was \$10,000 in a three month, 4% certificate at North-western National Bank and \$5,000 in three month 4% certificate deposited in the Midland National Bank. It was also reported that 22 share of Shell Oil - Canada be sold.

Ed Haislet reported briefly on his eastern trip. He said his reception was exceptional and the enthusiam and interest in the clubs was the best he had ever seen.

The next meeting of the Executive Committee was scheduled for March 17th, 7:30 a.m., Room 2 in the Minneapolis Athletic Club.

On motion duly made and seconded the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

February 11, 1964

Minutes

Pursuant to the notices sent to the Board of Directors and the Past Presidents a meeting was held on Tuesday, February 11, 1964, at 5:30 p.m., Alumni Club.

In attendance were the following:

- | | |
|----------------------|--------------------------|
| Dorothy Anderson | A. J. Hendry |
| Rhoda Becklund | Angelus LeGros |
| Clifford Christenson | Harvey B. Mackay |
| Ken Duncan | Frances Naftalin |
| John Duxbury | Mr. & Mrs. Harvey Nelson |
| Ray Foley | Dr. Neil Palm |
| Bob Gillespie | Judd Ringer |
| Franklin Gray | Leif Strand |
| Louis Gross | Dr. J. H. Tillisch |
| Waldo Hardell | Terrance Webster |
| Al Heimbach | E. A. Willson |

The staff members in attendance were Janet Hart Widseth, Dennis Swan, Chet Tomczyk, and Ed Haislet.

President Gray introduced the newly elected Board members who were present:

John Duxbury, President, School of Business Administration Alumni Association

Al Hendry, President, School of Technology Alumni Association

Dr. Neil Palm, President, Medical Alumni Association

President Gray also welcomed two past presidents, Dr. Harvey Nelson and Dr. Leif Strand, and Ken Duncan who has been seriously ill. Ray Foley, past president of the CLA Alumni Association, introduced the newly elected president Mrs. Frances Naftalin.

President Gray then indicated that the Board of Directors would serve in a double capacity, as the Board of both the University of Minnesota Alumni Club and the Minnesota Alumni Association.

The first order of business was the consideration of the By-Laws

313
of the University of Minnesota Alumni Club. The By-Laws, copies of which had been sent earlier to all Board members, were presented for adoption with the following amendments:

ARTICLE IV: Members and Meetings

Section 3. Classes of Members

(e) Associate Members: All University graduates with baccalaureate degrees are eligible to become Associate Members of the Alumni Club during the five-year period following the date of graduation, but such Associate Members will be without power to vote. A special dues program will be applicable to such Associate Members.

Section 9. Dues and Initiation Fees.

(f) Associate Members: Associate members shall pay annual dues in the amount of \$10.00 plus any amount required to be paid because of federal or state excise taxes. Dues will be billed quarterly. Associate Members will not be required to pay an initiation fee.

ARTICLE V. Committees

(a) A house committee composed of no more than seven (7) members shall have full charge of the clubrooms and property and see that the same is kept in order and repair. It shall hear and consider all complaints and suggestions, may appoint or discharge all employees and fix their compensation, provided, that salaries in excess of \$7,500.00 annually shall be approved by the Board of Directors. The house committee shall have general charge of the Club. A representative of the Minneapolis Sheraton Corporation shall be allowed to attend all meetings of the house committee.

ARTICLE VI. Amendment of By-Laws

These By-Laws may be amended at any time by the Board

of Directors provided, however, that notice of any proposed amendment be mailed by the Executive Director to each member of the Board of Directors at least five days prior to the meeting at which said proposed amendment is to be voted upon.

After full discussion of the By-Laws, including the amendments thereto, the By-Laws of the University of Minnesota Alumni Club were adopted.

In accordance with the power of the Board of Directors, granted by the By-Laws, to establish such other committees as it shall from time to time authorize, President Gray requested the establishment of three committees, namely Membership, Finance, and Program. Upon motions duly made and seconded, the three above-named committees were authorized and established.

President Gray then discussed a new program for the Club, specifically a program of special events to begin February 14 and continuing through March 27, 1964. It was determined that the newly established Program Committee's members, Al Heimbach, Irene Kreidberg and Dorothy Anderson, should work with Mr. Calvert in the development and publicity for that program. This would include timely notices of such events to all members.

The Executive Director then discussed the finances of the Alumni Club. Five different reports were distributed to each member present. The first report, "Financial Statement, February 7, 1964" indicated total income of \$73,487.43, (which figure included the Capital Gift Fund program amount of \$5,580.00) and expenditures of \$26,539.79. The resulting balance of income over expenditures (which included the Capital Expenditure Fund) was \$46,947.64. A breakdown of the balance of \$46,947.64 showed revenue from initiation fees in the amount of \$20,500.00 against which was charged non-recurring expense of \$7,475.70, leaving a figure of \$13,024.30 for capital expenditures. Total dues were shown as \$40,470.00 against which \$19,064.09 of expenses had already been charged, leaving \$21,405.91. Also on hand and earmarked for payment of federal tax was the amount of \$6,920.00. Thus, the total balance on hand and including the capital expenditure fund is \$46,947.64. This report is attached to the minutes.

The second report under discussion was entitled "Recapitulation on First five Months of Operating" and indicated that during the first 128 days of operation, \$59,716.61 was taken in as a total gross. This represents a gross figure per day of \$484.51. The total net profit during the period was \$9,600.18, or \$95.49 per day. This report clearly indicated that in

215

order to pay rent and amortize the existing loans, it is required that \$150.00 net profit is required and that during the period of operation we had taken in as net profit exactly 50% of the amount required. The rent payments were listed as follows:

September	\$ 1,335.60	
October	2,445.14) following the sub-
November	928.79)
December	1,257.84) traction of figure for
January	1,018.12)
February	1,674.93) Total Net Profit

The third report was the Budget & Forecast prepared by Mr. Calvert which indicated the total average expenses per month (including rent, loans and all items of office operation) would be \$5,187.60, while income (not including dues) would average \$2,417.00. This means that unless there is an increase, dues money will have to be used each month on an average of \$2,300.00.

The fourth report consisted of a breakdown of the lunches and dinners served during the 128 days of operation; the average number of lunches served each week was 88 and for dinners, 58, resulting in an average of meals served each week of 141.

The fifth report dealt with the number of members as of February 1, 1964:

Resident members	1,368
Non-resident members	<u>573</u>
Total membership	1,941

This final report concluded the business open for discussion and action of the University of Minnesota Alumni Club, and upon formal adjournment the members present then convened as the Board of Directors of the Minnesota Alumni Association.

Respectfully submitted,

Ed Haislet
ED HAISLET
EXECUTIVE DIRECTOR

In accordance with the service in a double capacity, as the Board of both the University of Minnesota Alumni Club and The Minnesota Alumni Association, and following the proper adjournment of the Board of the University of Minnesota Alumni Club, the Board was properly convened as the Directors of the Minnesota Alumni Association on Tuesday, February 11, 1964.

The first order of business was consideration of the action of the Executive Committee at its meetings on October 21, 1963, December 9, 1963 and February 4, 1964. After full discussion the action of said Committee taken at such meetings was approved and ratified.

President Gray reported on the preparations for the Annual Meeting of the Association, scheduled for June 1, 1964, at the Sheraton-Ritz Hotel. Mr. Roy Wilkins declined the Association's invitation to be the speaker because of a prior engagement, and upon discussion, President Gray was duly authorized to contact Robert Gilruth, Bud Wilkinson, Carl Rowan or such other individual to whom would be extended an invitation to be the speaker on that occasion.

The Executive Director submitted an extensive report on the operation of the Insurance Program, which gave evidence of sound and continuing growth. A summary of some details is as follows:

	<u>10/1/62</u> (Effective Date)	<u>4/1/63</u>	<u>10/1/63</u>
Lives covered	591	665	720
Insurance in force	\$5,910,000.00	\$6,650,000.00	\$7,197,000.00
Premium	\$ 17,275.00	\$ 20,161.21	\$ 23,515.76
Terminations	30	28	
Deaths	1	2	
Reinstatements		4	
Age decreases		3	

Since October 1, 1963, there have been 58 new entrants, 6 reinstatements and 1 death. Thus, the pattern of new entrants more than offsets the terminations, decreases and death claims.

The total first year premium was in the amount of \$37,436.21, which figure was, however, more than fully accounted for in the Union Central disbursements:

Death Claims	\$30,000.00
Local acquisition expense (printing, postage, etc.)	<u>8,344.20</u>
	\$38,344.20

375

order to pay rent and amortize the existing loans, it is required that \$150.00 net profit is required and that during the period of operation we had taken in as net profit exactly 50% of the amount required. The rent payments were listed as follows:

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Death Claims	\$30,000.00
Local acquisition expense (printing, postage, etc.)	<u>8,344.20</u>
	\$38,344.20

377

The Insurance Program enters the current policy year with an initial semi-annual premium of \$23,515.76, with an assumed 1964 total premium of approximately \$47,000. The program has shown growth and without undue optimism it is hoped that within the next year or so, a dividend may be declared.

It is felt that if a continuing enrollment effort is enthusiastically pursued, the program should continue to grow, and in line with such determination, the Executive Director pointed out that a new plan will be put into effect with the June class to more effectively contact graduating seniors.

The Executive Director reported that for the fiscal year January 1 -- December 31, 1963, there were a total of 69 projects, involving 2,948 gifts for a total of \$97,137.19 for the Alumni Fund.

Merrill Busch briefly reported on the reader survey which was conducted in the November issue of the Alumni News. The 543 alumni replies represented a 2.8% return. A more detailed coverage of this matter will be found in the March issue of the Alumni News.

President Gray then read the following resolution:

"The College of Liberal Arts and University College Alumni Association urges the Board of Directors of the Minnesota Alumni Association to take a position and prepare a statement in support of the University of Minnesota and the Board of Regents."

He then asked that such resolution be approved and that a motion be made to empower the President of the Association, acting with the approval of the Executive Committee, to prepare a statement affirming the Association's belief in the University. Upon motion duly made, the matter was open for discussion. The opinion was expressed that the Board should first review the various developments, which have led up to the present situation, and that a special meeting of the Executive Committee should then be called for the purpose of preparing such a statement. Upon motion duly made and seconded, the review of the Board and the meeting of the Executive Committee for the preparation of the statement affirming its support was properly authorized.

The next meeting of the Board will be on April 7, 1964, not on March 3, 1964, as previously scheduled.

On motion duly made and seconded the meeting was adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

MINUTES

Pursuant to notices sent to the members of the Executive Committee, a 7:30 breakfast meeting was held Wednesday, February 26, 1964, Room 2, Minneapolis Athletic Club.

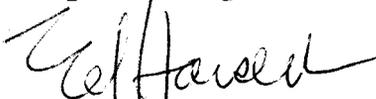
In attendance were Franklin D. Gray, President; Rolf Fosseen; Louis Gross; Al Heimbach; Judd Ringer; Cliff Sommer and Ed Haislet.

The meeting was especially called to go over a letter that had been prepared by President Gray to be sent to Senator Dunlap, Chairman of the Special Senate Subcommittee, regarding an inquiry on the hiring and firing practices at the University. The committee wanted to be informed of the actual facts of the situation and they were backgrounded by the Executive Director.

After discussion, it was the unanimous feeling of the group that the letter, as amended, be sent to the Dunlap committee.

On motion duly made and seconded, the meeting adjourned.

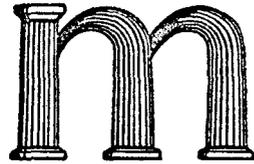
Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

ELH:jc

FEB 27



THE MINNESOTA ALUMNI ASSOCIATION

205 COFFMAN MEMORIAL UNION • UNIVERSITY OF MINNESOTA • MINNEAPOLIS 14, MINNESOTA

February 25, 1964

representing the
various college
alumni groups:

College of Agriculture, Forestry,
and Home Economics

Law Club

College of Business
Administration

College of Dentistry

College of Duluth

College of Education

Law School

College of Science

College of Nursing

College of Pharmacy

College of Literature,
Arts, and
Social Science

College of Technology

College of Veterinary
Medicine

Hon. Robert R. Dunlap
State Senator
Plainview, Minnesota

Dear Senator Dunlap:

The Minnesota Alumni Association, organized in 1903, is a non-profit corporation of the State of Minnesota. It is a volunteer group of graduates and former students whose main purpose is to be of service to the University. Through its fourteen college alumni groups, the Board of Directors endeavors to keep in close touch with Deans, department heads and faculty; through its almost one hundred alumni chapters throughout the state and nation, it seeks to reflect what alumni think, believe and want to know about the University.

The Alumni Association, in a sense, is the guardian of the University's name and reputation. The Association wants the University to continue to prosper, grow and be recognized for its achievements and worth. It is interested in helping the University to accomplish this. As the achievements and worth of the University develop, so does the value of its degrees in the market place. Any loss in achievement or worth of the University like wise devaluates the worth of the degrees which it grants. So the Alumni Association wants to assist the University to grow in value to the people of the state and nation.

Likewise, the Alumni Association is concerned with anything that happens at the University which defaces its image in the minds of its alumni and the citizens of the state and nation. For that reason the recent charges of communistic and socialistic activity at the University, the letter by Professor Sibley, the Sibley-Rosen debate, and finally the appointment of a subcommittee of the Education Committee of the State Senate to inquire into the University's employment and recruiting policies and procedures have caused the Board of Directors of the Alumni Association concern.

Hon. Robert R. Dunlap
February 25, 1964
Page Two

The Board of Directors of The Minnesota Alumni Association welcomes the inquiry of your subcommittee, because it offers an opportunity to clear the air and to present the true facts about the University.

Minnesota is a distinguished and productive university: one of the truly great universities of this country. From the time of its founding it has been closely associated with the development of the economy of the state. Through its activities in the field of research, it has returned to the people of the state untold benefits in jobs, products and income. Through this research activity, and it is one of the great research centers of the country, it will continue to help the state and its citizens.

The 75,000 graduates of the University residing within the State of Minnesota furnish most of the doctors, dentists, pharmacists, lawyers, engineers, school superintendents and principals, teachers, and the farmers and farm leaders of the state. Everywhere you go within Minnesota, you will find graduates of the University giving leadership to their communities and their professions.

Who are the students that attend the University? For the most part they are our own boys and girls: our sons and daughters and the children of our neighbors. They are at the University for one reason — to get a sound education. They are a carefully selected group and are serious minded and able. About sixty-five percent work full or part time beside going to the University; about sixteen percent are married. These are not frivolous, unthinking young people — they are students with a purpose, preparing themselves for tomorrow's world; and tomorrow they will be our leaders.

The University has a distinguished faculty. Over four hundred of its members are listed in Who's Who in America; sixty percent hold their Doctorates. They are dedicated and responsible. A very real problem which we have is to retain and hold this faculty. Almost every week we lose faculty members by reason of death, retirement, or resignation to go into business, government or other work or to another university at a better salary, and with more opportunity for teaching, writing and research. It is a fact, however, that educators want to teach at those universities where there is the greatest freedom of inquiry, freedom of research and freedom of thoughtful expression, and our University seeks to offer this to them.

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

MINUTES

Pursuant to notices sent to the Executive Committee a special meeting was held at 7:30, Tuesday, March 3, Room 2 at the Minneapolis Athletic Club.

In attendance were: Franklin D. Gray, President; Bob Gillespie; Louis Gross; Rolf Fosseen; Al Heimbach; Judd Ringer and Cliff Sommer.

President Gray indicated that the letter to Senator Dunlap had been sent out as corrected; the letter itself would be read at the next board meeting.

The CLA statement was read and discussed and it was felt that Franklin Gray should talk to Mrs. Naftalin indicating the unanimous feeling of the committee - any statement now released would not be in the best interest of the University and that no statement should be released until President Wilson returns and then only with his approval.

The present controversy was discussed at great length. An assessment of the present situation as against a week ago was made. It was felt that the situation is not as serious; if anything, it is quieting down. However, at the time of the inquiry the situation will again flare up.

The action of the Past President's Committee was discussed and it was felt that if their letter had not been sent out they should be asked to reconsider. It was the feeling of the Executive Committee that if the President flew home especially to meet with the subcommittee, it would cause a great deal of publicity and stir up the whole matter again.

The Senate Subcommittee will not meet until the President does return and at that time he can make whatever statement he feels is needed. It was felt that nothing should be done now by the Association which might in the least aggravate the situation. Rather, the best thing to do is to wait for the President's return. Then Franklin Gray can discuss the situation with him and let him know that the Association will support his position whatever it might be and then take action accordingly.

It was felt, however, that Vice President Stanley J. Wenberg and Luther Pickrel should be asked to meet with the Executive

Committee at the Alumni Club at 5:30 p.m. on the 17th of March. The purpose of this meeting is to get their assessment of the situation and also any reactions of President Wilson.

On motion duly made and seconded the meeting adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

ELH:jc

NOTE: Next Executive Committee meeting has been set for 5:30 p.m., Tuesday, March 17th, Room 1 at the Alumni Club.

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota

MINUTES

Executive Meeting
March 17, 1964

Pursuant to notices sent to members of the Executive Committee a special meeting was held Tuesday, March 17, 1964 at 5:30 p.m. in the Alumni Club. In attendance were Robert B. Gillispie, Louis Gross, Al Heimbach, Luther Pickrel, Judd Ringer, Cliff Sommer, Algot Johnson, Stanley J. Wenberg and Ed Haislet.

The purpose of the meeting was to hear from Vice President Wenberg and Luther Pickrel concerning the Sibley controversy, to be brought up to date and to find out if there is anything that the Executive Committee or the Alumni Association should do, other than what has been done.

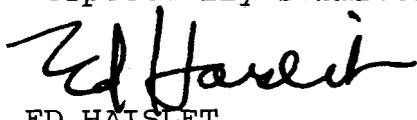
Vice President Wenberg backgrounded the committee tracing the chronology of the event, stating that that position taken was the Regent's position, not that of the administration. The meeting with the Past Presidents was discussed as well as the CLA statement.

Questions then were raised by members of the committee and answers given by both Luther Pickrel and Stan Wenberg. In answer to the question "Is there anything that the Executive Committee or the Association can do?", it was felt that the present policy was the best and they should continue to keep informed.

The composition of the Senate Subcommittee was discussed. It was suggested that if any of the Board members personally knew members of the Subcommittee, that they could talk to them to get their feelings on the whole matter and what questions might be raised. Unless the legislators were known personally, they should not be contacted.

A motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

EH: jc

MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota
April 21, 1964

MINUTES

Persuant to notices sent to the Board of Directors, Past Presidents, and Committee Members a meeting was held on Tuesday, April 21, 1964 at 5:45 p.m. in the Campus Club. In attendance were

- | | |
|---|------------------|
| Dorothy Anderson | Algot Johnson |
| Rhoda Becklund | Angelus LeGros |
| Clifford Christenson | Elmer Lundgren |
| Joe Clifford | Harvey B. Mackay |
| Robert Gillespie | Frances Naftalin |
| Violet R. Graf | Bob Odegard |
| Louis Gross | Neil Palm |
| Al Heimbach | Judd Ringer |
| A. J. Hendry | Betty Sullivan |
| Franklin Gray, President and
presiding | E. A. Willson |

Staff members in attendance were Janet Hart Widseth
Dennis Swan
Ed Haislet.

President Franklin Gray introduced Committee Members present, Joe Clifford, Alumni Representative St. Paul Student Center and Mrs. Vi Graf, Representative of the University Scholarship Committee.. He then read a letter of resignation from Board member Robert J. Swenson of Los Angeles. The Board accepted with regret the resignation of Mr. Swenson who is an at-large member and whose term expires in 1966.

The Annual Meeting of the Association will be held June 1, Cotillion Ballroom of the Sheraton-Ritz Hotel. Board members are hosts and all Board members are asked to make a special effort to attend. Four Alumni Service Awards will be given out by President Wilson and one Outstanding Achievement Award. Mr. Robert Gilruth, Director of NASA will be the main speaker. This is an invitational affair although all members of the Association will be invited through the magazine.

President Gray talked about the Alumni Club. A microphone and PA system have been added and a special round table for singles. The House Committee has named three subcommittees, Finance, Program and Membership.

383

The Executive Director reported on the Alumni Fund and indicated that the Projects Advisory Committee consisting of the Dean of Admissions, the Dean of the Graduate School, Vice Presidents Stanley J. Wenberg and Larry Lunden, Past President Joe Maun and President Gray made the allocations for 1963 Alumni Fund as follows:

Sources of 1963 Funds

Unrestricted from Alumni Fund		\$14,727.94
Freshman Scholarship Program (Alumni Fund, restricted)		10,440.56
Senior Class Cauldron Fund		1,561.82
Adrian E. Buttz Fund (estimated) interest	\$6,800.00	
unobligated balance	2,433.25	<u>9,233.25</u>
	TOTAL	\$35,963.57

1963 Allocations

Freshman Scholarship		\$25,001.75
Graduate Fellowship		8,000.00
Senior Class Scholarship (Cauldron Fund)		1,561.82
President's Service Fund		700.00
President's Unrestricted Fund		<u>700.00</u>
	TOTAL	\$35,963.57

The Fund Advisory Committee consists of all Past Presidents under the chairmanship of the immediate Past President, Joe Maun. This group met and set the fund campaign for 1964-65 consisting of college drives starting in July 1964 going through June 1965 with the end of the year mailing for Freshman Scholarships going out in November. Because of lack of funds a second overall mailing for Freshman Scholarships had to be eliminated. The Executive Director then indicated the status of the University of Minnesota Group Life Insurance Program as follows:

Inquiries from regular inquiry cards 1962	124
Inquiries from regular inquiry cards 1963	<u>157</u>
TOTAL	281

Inquiries from advertising in Minnesota Alumni Magazine - Total to date	83
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Applications sent to Home Office for approval:

1962	755
1963	228
1964	<u>45</u>
Total	1,028

Of the above total, 808 applications were approved and the insurance placed in force. The balance of 220 were either declined by the Home Office or cancelled at the request of the applicant. At present there is \$8,080,000 of insurance in force on this case.

The real purpose of the meeting was the request by the Association's Investment Committee consisting of Clifford, Sommer, Chairman; John K. Fesler, Paul Reyerson, Sam W. Campbell, Wendell T. Burns and James C. Harris, that the Board review the resolution pertaining to the Investment Policy of the Board. President Gray then read two letters from Mr. Clifford Sommer, Chairman of the Investment Committee, who could not attend the meeting, to the effect that the Investment Committee was not recommending or suggesting any change, but felt that a report to the Directors explaining the situation was desirable. The present resolution states "that at the time of investments are made in common or preferred stock, the combined market value of all such stocks shall not exceed 50% of the total Fund, and not more than 10% shall be invested in the stock or obligation of any one corporation or obligor other than the U. S. Government".

The fund report of the Endowment Fund will show that more than 50% of the assets of the Life Endowment are now in stocks and that under this resolution the Committee is prevented from buying any more stocks if they desired. The reason that the stocks represented more than 50% of the total assets of the Fund is because they have increased in value not because the Committee originally invested more than 50% of the total funds in stocks at the original purchase price. If the Committee was to sell a modest amount of stocks, they could not reinvest in stocks unless the value of the stocks were under 50% of the remaining funds. The Committee is not saying that it hampers their operation and that necessarily something should be done but they want the Board to know the reasons why the Committee has not been able to purchase any additional stocks of recent date.

A second letter enclosed a summary financial statement from the Midland Bank as of March 31. It shows that the present value of the stocks of \$127,503.00 is more than 50% of the total assets of \$229,713.46. The Life Endowment Fund stands as follows:

	<u>Cost</u>	<u>Market Value 3-31-64</u>
Bonds	\$63,523.65	\$67,443.59
4% Savings Deposits	30,000.00	30,000.00
Cash (2-29-64)	4,766.87	4,766.87
Stocks	<u>46,947.48</u>	<u>127,503.00</u>
TOTAL	\$145,238.00	\$229,713.46 (total assets)

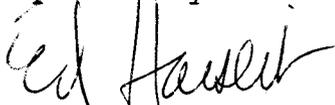
285

President Gray then asked the Executive Director to give the background on the Endowment Fund of the Minnesota Alumni Association. In reporting he said that he had gone through the minutes from 1904 and traced the development of the Endowment Fund right through to the time of the present resolution which was adopted in 1951. The Endowment Fund was begun December 19, 1904 and the purpose was to insure that the Board would always have a paid alumni secretary to devote his full time to the work of the Association. The complete report on the Endowment Fund of the Alumni Association is attached to this report as well as the Life Endowment Resolution.

After discussion, on motion duly made and seconded it was voted that the Investment Committee be complimented on their fine job, and that the Board of Directors request the Investment Committee's recommendation with respect to any change that should or should not be made in the present resolution. It was pointed out that the present resolution could be easily amended if the appreciation in the fund not be counted and only cost price be used.

There being no further business on motion duly made and seconded the meeting was adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

THE ENDOWMENT FUND OF THE MINNESOTA ALUMNI ASSOCIATION

The first mention of the endowment fund was in the minutes December 19, 1904 whereby it indicates that plans were made for the investment of life membership funds in the amount of \$700.

February 10, 1906 There was \$1080 in life membership funds of which \$600 was invested in the farm mortgages.

February 18, 1907 There was \$1315 in the life endowment fund.

January 5, 1906 The Association was enduly incorporated.

February 18, 1908 \$7090 in the endowment fund.

March 3, 1908 At the time of the fourth annual meeting the following resolutions were adopted.

"Resolved that we heartily endorse the action of the Board of Directors in securing the services of a secretary which should devote his whole time to the work of the Association and taking over the Alumni Weekly.

Resolved further that we recognize the necessity of providing for the support of this enlarged work, which our Board has so wisely planned, by securing as soon as possible endowment funds sufficient to secure the greatest sufficiency in the work, and to this end, we urge every alumnus to identify himself with the work, by taking out at once a life membership. We believe that the Alumni can do no other work that will mean so much for the welfare of the University as will placing the work upon a sound financial basis by properly raising the life membership fund to at least \$30,000."

Whereas, at the fifth annual meeting, it was the sentiment of those present that the work should be continued and provided for. Therefore, be it resolved "that the Board of Directors, acting for the whole Association, does hereby declare it to be the fixed policy of the Association to maintain, until such time as otherwise ordered the line of work that will call for the employment of a paid secretary to devote his full time to the work of the Association."

Resolved further "that we undertake to raise an endowment necessary to secure the permanence of the work".

February 19, 1909 Life membership \$10,000.

387

April 10, 1909 "The work was founded upon faith and idea; and it has proven, by its results, extremely valuable. Therefore there is no longer a question in the mind of anyone as to where it will continue; the only question now is how to provide for the work so that we can command the services of a first class man and can ensure him of support which shall not be subject to the ups and downs that must of necessity attend the methods used in the past. We are all agreed that the building up of the endowment fund for life memberships would be ideal and logical means that must provide such a stable foundation. It is, however, certain that this is a slow method of accumulating such a fund and some other method must be used to raise the necessary funds until the life membership fund reaches a figure that will prove adequate for the support of the work."

October 14, 1910 The endowment fund had reached \$12,500.

January 4, 1916 The Committee on Constitution and By-Laws submitted a new constitution. It states, "The money received from the life membership shall be invested in first mortgages or on real estate or other safe securities. The principle of this fund shall be kept intact, and only the income, therefore, shall be expended determined by the Board of Directors."

February 18, 1916 as regards finances. From the minutes, the Alumni will remember that the reason for undertaking the life membership campaign was the fact that the Association was running behind in its expenses and was necessary to provide additional income to the current expense account. Due to the fact that none of the money contributed for life memberships can be used for current expenses, the Board is well aware of the fact that the campaign which was undertaken resulted in a greatly increased deficit.

The Constitution as submitted to the membership for vote said this about the life membership fund. "All moneys received from life memberships shall be invested only in such securities that shall now or hereafter be authorized by the investment of trust funds as provided in Sections 6393, general statutes of Minnesota in 1913, or any amendments thereto. The Principle of this fund shall be kept intact and only the income therefore shall be expended as determined by the Board of Directors."

October 2, 1917 \$30,000 in the fund.

July 31, 1918 \$31,172 in the fund.

July 31, 1919 A report on investments says that the General Alumni Association has collected and placed in trust with the Minnesota Alumni Association \$32,126.09. This money is invested in mortgages.

March 4, 1924 shows \$48,451 in the endowment fund.

January 13, 1925 shows the endowment fund with \$51,000.

October 6, 1927 the endowment fund reported \$65,900.

May 8, 1928 the endowment fund showed \$91,867.

August 9, 1929 was \$80,201.40.

January 13, 1931 the endowment fund showed a total of \$86,459.

March 5, 1935 the fund showed \$94,827.11.

July 1, 1939 the endowment fund was \$99,345.20.

October 22, 1940 \$98,970.97 was in the fund.

March 11, 1941 there was \$101,000.

July 1, 1943 showed \$99,253.12.

As of September 13, 1950, Mr. Ueland reported on the need for revision of the whole membership structure of the American Alumni Association including the annual, life and husband and wife memberships. It was agreed that the life endowment fund be held intact, principle to be reserved in perpetuity or for some future purpose such as alumni building. That the endowment was merely there to insure life membership privileges and the subscription to the magazine for the duration of the life of the member and if such be the case, that some plan be worked out in conjunction with an insurance counsel to determine life expectancy with some portion of the life membership fee assigned to the Association each year for current expenses for the period of life expectancy. It was felt that the purpose of the fund should be clearly defined and that such policy as would be noted made a part of the by-laws of the Association.

At a meeting of the Board of Directors May 26, 1951, the treasurer reported for the Investment Committee that had been making a study of the life endowment fund and indicated that there was \$104,000 in the investment fund. The actuarial study indicated that \$89,000 was needed to carry out the obligation of present life members, leaving a reserve of \$15,000. In the past, income from the Investment Fund has been turned over to the Executive Secretary for operating expenses and the principle has not been touched. The Committee recommended that the net income from all investments be credited to the life membership fund and that \$3.00 for each living life member be charged to the principle of the fund and turned over to the operating account of the Association to be used during the ensuing fiscal year. He stated that the Association had been investing very conservatively in U. S. Savings Bonds, Series G, 90 per cent;

287

real estate mortgages 10 per cent. The Investment Committee recommended that the Association broaden its investments and present the resolution as a recommendation of the Investment Committee.(attached)

The Board upon motion duly made and seconded, voted approval. The resolution went into effect for that fiscal year ending June 31, 1952.

LIFE ENDOWMENT FUND RESOLUTION

Resolved:

"The principal of the present Life Membership Fund at the close of the fiscal year ending June 30, 1952, plus all cash received thereafter in payment of Life Membership dues shall be known as the Life Membership Fund which shall be held separate and distinct from all other funds, investments, and bank accounts of this Association.

"Before the close of the fiscal year ending June 30, 1953, and each fiscal year thereafter, the net income from all investments shall be credited to the principal of the Life Membership Fund, and at the same time a sum equal to \$3.00 for each of the then living life members shall be charged to the principal of the Fund and transferred to an operating account of the Association for use during the ensuing fiscal year; and to assure the actuarial soundness and solvency of the Life Membership Fund the Executive Secretary shall cause to be maintained records showing as completely as may be found practicable the number, age, and sex of living life members, which together with the principal sum and average income yield of the Fund shall be reviewed from time to time by a qualified actuary, whose report and recommendations shall be submitted to the Board of Directors.

"The Treasurer of this Association is authorized, with the approval of the Investment Committee of the Board of Directors, to invest, and re-invest from time to time, the Life Membership Fund in securities or obligations of the United States of America, or any Agency, State, County, or Municipality thereof; securities or obligations payable in U. S. Funds of the Dominion of Canada or any Province thereof; first mortgages on improved, non-farm, residential real estate situated in the State of Minnesota; marketable corporate bonds or debentures; and common or preferred stocks listed on the New York Stock Exchange; provided that at the time investments are made in common or preferred stocks the combined market value of all such stocks shall not exceed 50% of the total Fund, and not more than 10% shall be invested in the stock or obligation of any one corporation or obligor other than the United States Government.

"The Treasurer of this Association is authorized to sell, assign, transfer, satisfy, discharge, and convey assets of this Association, real or personal, and to make execute, seal and deliver in behalf of this Association all such deeds, assignments, transfers, satisfactions or other instruments as may be necessary or convenient to accomplish these purposes."

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota
Minneapolis 14, Minnesota
May 19, 1964
Minutes

Persuant to notices sent to members of the Executive Committee, a meeting was held Tuesday, May 19, 1964 at 7:30 a.m. at the Minneapolis Athletic Club. In attendance were:

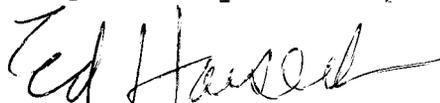
- Franklin D. Gray, Presiding
- Betty Sullivan
- Algot Johnson
- Judd Ringer
- Bob Gillespie

The purpose of the meeting was to go over the budget estimate for the 1964-65 operating year beginning July 1, 1964. After discussion concerning income and going over the budget expenditures item by item, on motion duly made and seconded the Executive Committee approved the budget and recommended its adoption to the Board of Directors. Members of the Executive Committee who voted in favor of the budget but who could not be present were Louis Gross, Ed Willson, Joe Maun and Al Heimbach.

President Gray raised a question as to whether or not the Executive Committee should consider endorsing the Taconite Amendment and refer it to the Board for their endorsement. It was the unanimous opinion that it would be a mistake to do so and that once the door was open to other groups there would be no stopping on what the Board might become involved with. As much as this is political and controversial it was felt that the Executive Committee take no action or make a recommendation to the Board. It was felt that a story on the Taconite Amendment next fall might be possible in the Alumni News if properly oriented toward the University.

On motion duly made and seconded, the meeting was adjourned.

Respectfully submitted,



ED HAISLET
EXECUTIVE DIRECTOR

TO: Members of the Board of Directors

FROM: Executive Director

SUBJECT: Approval of the 1964-65 budget estimate

You will note on the enclosed minutes the Executive Committee approved and recommended to the Board of Directors their approval of the budget estimate for 1964-65 season beginning as of July 1. Income is estimated at \$88,081.00 and expenditures likewise.

Inasmuch as there will be no business meeting at the annual meeting, June 1, because of the nature of the program, your approval is needed upon receipt of the attached budget estimate and minutes. If there are objections, would you please call the Executive Director 373-2466, and express your objection to him. This will then be relayed to President Gray. It is important that this be done before June 1. Your help will be greatly appreciated.

393

THE MINNESOTA ALUMNI ASSOCIATION
205 Coffman Memorial Union
University of Minnesota

Annual Meeting of the Board and Membership

The Annual Meeting of the Board of Directors and Membership was held June 1, 1964 at the Sheraton-Ritz Hotel in the Cotillion Ballroom. Franklin D. Gray, President of the Minnesota Alumni Association, presided. Invocation was given by the Reverend George C. Garrelts, Director of the Newman Foundation. Dr. O. Meredith Wilson presented Alumni Service Awards to

Dr. Virgil J. P. Lundquist, MB'42; MD'43
Eugene Lysen, BA'18 of Chicago
Howard B. Palmer, BS'22 of Minneapolis
C. Herman Welch, Jr., BS'33 of Washington, D. C.

John A. Moorhead, BA'31 was presented the Outstanding Achievement Award. The main speaker was Dr. Robert R. Gilruth, BS'35; AeroE MS'36, Director of the National Aeronautics and Space Administration Spacecraft Center, Houston, Texas.

Following the above program the annual meeting of the Board of Directors and membership was held. President Gray announced the results of the Minnesota Alumni Association election of new Board members as follows:

Dreng Bjornaraa, BA'30 of Minneapolis
Harold Holden, BBA'31 of Minneapolis
Cecil March, BChemE'31 of St. Paul
Lee H. Slater, '23-27 of St. Paul
James E. Watson, BA42 of Hopkins

He also announced the newly elected officers and members of the Executive Committee for 1964-65 year as follows:

President	Charles Judd Ringer, '42, Minneapolis
First Vice Pres.	Edwin A. Willson, EE'30, Minneapolis
Second Vice Pres.	Waldo E. Hardell, BS'26, Minneapolis
Secretary	Mrs. O. H. Anderson, BS'30, Mahtomedi
Treasurer	Albert H. Heimbach, BBA'42, Minneapolis

Also members of the Executive Committee as follows:

Rolf Fosseen, BBA'31 of Minneapolis
Robert Gillespie, BA'26; LLB'28 of Cambridge
Kenneth Glaser, BBS'42 of Minneapolis
Algot Johnson, EM'10 of Minneapolis
Cecil March, BChemE'31 of St. Paul
James E. Watson, BA'42 of Hopkins

President Gray remarked briefly about the work of the Alumni Association and then presented special citations of service to the retiring Board members, Joseph A. Maun, 1960-64 and Dr. Jan H. Tillisch, 1960-64. He then introduced Charles Judd Ringer,

38
President elect. President Ringer talked briefly and thanked Franklin Gray for his leadership and presented him with a Citation of Appreciation.

The meeting was adjourned by the singing of Hail Minnesota, lead by Dr. Roy A. Schuessler.

Respectfully submitted,


ED HAISLET
EXECUTIVE DIRECTOR

EH:jv