MINUTES
of the
ONE-HUNDRED-AND-TWELFTH MEETING
of the
BOARD OF GOVERNORS OF
CARLETON UNIVERSITY

PRESENT:
Mr. J. E. Coyne, Chairman, Dr. C. T. Bissell, Mr. V. S. Castledine, Mr. W. M. Comor, Colonel C. M. Edwards, Mr. C. C. Gibson, Mr. H. R. T. Gill, Dr. D. G. Hartle, Mr. Alan Jarvis, Mr. A. E. MacRae, and Mr. T. R. Montgomery. Also present: Mr. Watson Balharrie, Mr. Dave Miller, and Mr. F. J. Turner.

MINUTES:
The minutes of the previous (111th) meeting were approved as distributed.

ELECTRICAL SERVICES:
Mr. Turner reported that following a discussion at the recent meeting of the Building Committee the electrical engineer, Mr. Miller, had been authorized to call tenders for the installation of electrical services to the building site as soon as possible. These tenders had been called and had closed on Monday, March 17, at 4.00 p.m. Three firms, having been invited, tendered as follows:

- G. M. Gest Limited $152,240.00
- Bedard-Girard Limited 148,400.00
- Canadian Comstock Company Limited 148,484.00

The tender of Canadian Comstock contained a stenographic error by which the tender price was shown as $1,484.84 instead of $148,484.00.

The electrical supply system was designed to serve the entire requirements of the university for the foreseeable future.

Mr. Balharrie read the report by the electrical engineer in which the following recommendations were made:

1. that steel tape-covered cable be used in place of armoured vinyl-covered cable at a saving of about $10,000.00;
2. that the two power manholes be deleted at a saving of about $20,000.00.

There was some further discussion of the various alternatives and it was agreed that the telephone conduit be left in and that the fire alarm cable be left in the contract, and that the tender also include the work of putting in a loop circuit to the projected field house, all as recommended by the architect and electrical engineer.

The Board agreed to approve the award of the contract to Bedard-Girard subject to later confirmation by the Chairman of the Board and the President, this confirmation to be given if and when the architects are able to assure them that the university will receive full credit for the cable substitution.

REPORT OF THE BUILDING COMMITTEE:
The Report of the Building Committee had been distributed with the notice of meeting. Mr. Balharrie reported that he had no further news of the C.P.R. track changes from the Rideau River southward.

It was moved by Colonel Edwards, seconded by Mr. Jarvis, that the Report of the Building Committee be adopted. Carried.
Mr. Castledine suggested that he would like to have a full meeting of the Finance Committee for the final consideration of the proposed retirement plan changes. He suggested that a meeting be held in the evening, and that a Monday night would be a good night.

On a motion by Mr. Castledine, the Report of the Finance Committee was approved.

Mr. Gill reported that a corporate giving campaign was being started with the assistance of a number of local professional and business men; that corporations who gave a one-year donation to the campaign last year would be approached; that 144 companies were involved; that to date $2,185.00 had been received from 20 contributors; and that there had been as yet no refusals to contribute.

Dr. Bissell reported that two years ago when the Board had approved the terms of the Parker Loan Fund they had requested a report in two years' time of its operation.

"In the two-year period (October 1955 - October 1957), approximately 32 loans were granted, totalling $6,700. The loans ranged from $25.00 to $1,000.00, with the greatest number falling between $100.00 and $300.00. 16 recipients have repaid in full. Others, for the most part, are still registered as undergraduates or are pursuing graduate studies. Unrepaid loans totalled approximately $4,500.00 in October, 1957."

Three changes were proposed:

1. That the interest rate on outstanding loans be increased from 3 to 4% from the 1st of January following termination. This is in line with Provincial Government Loans from the 1st of April following termination of studies.
2. That in the case of graduate students the beginning of repayment be 4 years following completion of undergraduate studies.
3. That the loans be granted through and collected by a Trust Company on behalf of the university.

The report of the Parker Loan Fund was approved. It was suggested that a report of loans and collections be made to the Board every year.

Dr. Bissell reported to the Board that Lorne N. Richardson, Professor Emeritus of Mathematics, had died suddenly on March 10 of a heart attack; that the institution had sent flowers to his funeral; and that he had sent a letter to Mrs. Richardson on behalf of the university. He recommended that Professor Richardson's salary be continued to March 31, and that a gratuity equal to three months' salary be paid to Mrs. Richardson.

It was moved by Mr. Connor, seconded by Mr. Montgomery, that these payments be authorized. Carried.

Dr. Bissell reported that the Provincial Government in its current budget had made provision for a capital of $1,000,000 to Carleton University which would see the building program through this year and provide funds for the completion of the first stage of the Arts Building.

The Provincial Maintenance Grant had been increased to $325,000 from $225,000 last year. While this was a very generous increase, it was not as great as had been requested nor as great as the university
needed in the year of moving to its new campus, and that therefore there would be a deficit budget for next year.

However, in view of the lively hopes of the increase in the Federal Government Grant, he found this not particularly disturbing.

Dr. Bissell reminded the Board that they had approved an expenditure of $20,000 for the making of a university film by Crawley Films Limited. He now had a firm price of $24,500 on a 25-minute 16 mm Kodachrome film. Several board members had seen the script and he now recommended acceptance of this offer.

After some discussion it was agreed that further opportunity should be given to members of the Board for seeing the script.

Dr. Bissell informed the meeting that the National Association Building Company Limited had requested a meeting between its principals and a small Committee of the Board.

It was moved by Mr. Gibson, seconded by Mr. MacRae, that Dr. Bissell be authorized to inform the company that the university was not interested in proceeding further in the negotiations.

Dr. Bissell informed the meeting of the resignation of Mrs. Marjorie Bull, Library Cataloguer, at a salary of $3,700.00 per annum, effective April 15, 1958.

Dr. Bissell asked for and was given authority to grant two bursaries up to the amount of tuition for Hungarian refugee students.

Mr. Turner reported that he had received an offer from Rhodes Real Estate Limited to sell the present building for the university, suggesting that the value of the place is about $200,000; that the asking price should be about $235,000; and that the commission should be 3½% on an exclusive basis.

He was directed to inform the company that the Board was not yet prepared to offer the building for sale.

Mr. Turner reported that he had been offered about 5,000 yards of fill by George A. Crain & Sons Limited from their Civic Hospital job at a price of 30 – 35c. As this seemed to be a particularly good price, he recommended its acceptance, and the Board agreed.

The meeting adjourned at 2.40 p.m.

C. C. Gibson,  
Secretary.

J. E. Coyne,  
Chairman.