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

Time: Thursday, October 30, 1958, at 12.30 p.m.
Place: The Chateau Laurier

PRESENT:
Mr. J. E. Coyne, Chairman, Mr. V. S. Castledine, Mr. W. M. Connor, Mr. A. A. Crawley, Dr. A. D. Dunton, Colonel C. M. Edwards, Mr. C. Fraser Elliott, Mr. C. C. Gibson, Dr. D. G. Hartle, Dr. A. E. MacRae, and Mr. T. R. Montgomery. Also present: Mr. F. J. Turner.

MINUTES:
The minutes of the previous (116th) meeting were approved as distributed.

ANNUAL GIVING PROGRAMME:
Dr. Dunton reported that following the last meeting of the Board, and in line with the authority given to him, Mr. Gill, and Mr. Swain, a proposed new structure for a development programme on an annual giving basis had been drawn up. This structure included the following committees:

- Bequests and Special Gifts - chaired by Mr. C. C. Gibson
- Parents - chaired by Dr. F. J. Alcock
- Annual Corporate Giving - chaired by Mr. Charles Everett
- Friends of Carleton - chaired by Mr. A. M. Laidlaw

In addition to this, Dr. Dunton recommended a Development Advisory Committee with Senator Norman Paterson as Honorary Chairman, Mr. H. R. T. Gill as Chairman, the membership to include Mr. E. A. Greene, The Honourable Brooke Claxton, and the chairman of the above-noted committees.

It was moved by Colonel Edwards, seconded by Mr. Elliott, that the plan as outlined by the president be approved. Carried.

BOARD OF GOVERNORS ELECTION:
It was reported that the following eight members of the Board retired in 1958, and that at the recent meeting of the Corporation of Carleton University these eight had been re-elected for a three-year term: Mr. V. S. Castledine, Mr. W. M. Connor, Mr. C. H. Bulse, Dr. A. E. MacRae, The Honourable Norman McL. Paterson, Dr. J. E. Robbins, Dr. E. W. H. Steacie, and The Honourable Brooke Claxton.

It was moved by Mr. Crawley, seconded by Mr. Montgomery, that the Board elect the eight persons named above for a three-year term. Carried.

BOARD RESIGNATION:
Mr. Coyne reported that he had received the resignation of the Honourable Norman P. Lambert because the pressure of other duties prevented him from giving as much attention as he would like to university affairs. It was agreed that Senator Lambert’s resignation be accepted with regret.

COMMITTEE ON BOARD VACANCIES:
Mr. Coyne reported that the Committee named at the second last meeting of the Board of Governors had met and considered a long list of names. In addition, the names suggested had been discussed with Mr. Gibson, Mr. Greene, Mr. Patten, and Dr. Robbins. He reported that there were at present eight vacancies on the Board of Governors, six arising from the increase in membership of the 1957 bill, one from the resignation of Senator Lambert, and one other since the death of Dr. W. C. Macartney.
The Committee recommended the following six appointments to the Board, with the remaining two vacancies to be left for the time being:

Mr. Dennis Coolican - to retire in 1960
Mr. Clayton Elderkin - to retire in 1959
Mr. A. B. R. Lawrence - to retire in 1960
Mr. G. E. Beaumont - to retire in 1961
Mr. Barnet Maclaren - to retire in 1961
Mr. Charles H. Everett - to retire in 1960

After some discussion of other names under consideration, it was moved by Dr. MacRae, seconded by Colonel Edwards, that the Report of the Committee on Board Vacancies be adopted and the six named above be elected to membership.

ELECTION OF OFFICERS:

It was moved by Mr. Connor, seconded by Mr. Crawley, that the officers of the university for the year 1958-59 be

Chairman        Mr. J. E. Coyne
Secretary        Mr. C. C. Gibson
Treasurer        Mr. V. S. Castledine

Signing Officers
Mr. J. E. Coyne
Mr. V. S. Castledine
Mr. C. C. Gibson
Mr. A. D. Dunton
Mr. F. J. Turner
Mr. A. B. Larose (limited to documents to the value of $1,200) Carried.

BY-LAW NO. 6: It was moved by Mr. Gibson, seconded by Dr. Dunton, that By-Law No. 6 be amended to substitute "five other persons" for "four other persons", so that it reads:

"The Board of Governors at their first meeting following the organization meeting and after each subsequent annual meeting shall appoint the Chairman of the Executive Committee of the Board of Governors and five other persons, any two of whom shall be the officers to sign all instruments and documents on behalf of the association authorized by the Board of Governors." Carried.

COMMITTEES OF THE BOARD:

On a motion by Mr. Coyne, seconded by Mr. Montgomery, the committee structure of the Board of Governors for the year 1958-59 was established as follows:

EXECUTIVE:

Mr. J. E. Coyne, Chairman
Mr. V. S. Castledine
Mr. A. A. Crawley
Dr. A. D. Dunton
Mr. H. R. T. Gill
Mr. K. A. Greene
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner
FINANCE:
Mr. V. S. Castledine, Chairman
The Honourable Brooke Claxton
Mr. W. M. Connor
Mr. C. F. Elderkin
Mr. C. H. Everett
Dr. A. E. MacRae
Mr. Charles Gavie
Dr. E. W. R. Steacie
Mr. J. E. Coyne - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner

INVESTMENT:
Mr. A. A. Crawley, Chairman
Mr. G. E. Beaumont
Mr. V. S. Castledine
Mr. D. M. Coolican
Mr. C. C. Gibson
Mr. H. R. T. Gill
Mr. J. E. Coyne - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner

STAFF WELFARE:
Dr. A. D. Dunton, Chairman
Mr. W. M. Connor
Mr. F. G. Patten
Professor T. N. Brewis
Professor L. M. Read

Secretary: Mr. F. J. Turner

BUILDING:
Mr. K. A. Greene, Chairman
Colonel C. M. Edwards
Mr. Alan Jarvis
Mr. A. B. R. Lawrence
Mr. A. B. Macalren
Mr. F. G. Patten
Dr. J. E. Robbins
Dr. E. W. R. Steacie
Mr. F. W. White
Mr. J. E. Coyne - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio

Secretary: Mr. F. J. Turner

DEVELOPMENT
ADVISORY:
The Hon. Norman McI. Paterson, Hon. Chairman
Mr. H. R. T. Gill, Chairman
The Honourable Brooke Claxton
Mr. C. F. Elliott
Mr. K. A. Greene
Dr. D. G. Hartle
Mr. C. H. Hulse
Mr. T. R. Montgomery
Mr. J. E. Coyne - ex officio
Dr. A. D. Dunton - ex officio
Dr. C. J. Mackenzie - ex officio
The Report of the Finance Committee was distributed at the start of the meeting. Particular attention was drawn to three items in the report - the submission to the Provincial Government, Bookstore, and Consultant.

A preliminary statement of income and expenditure for 1957-58, and a preliminary statement of Rideau River Campus construction dated October 30, 1958, were distributed. The statement of income and expenditure estimated receipts for 1959-60 (not counting Provincial Government grant) at $744,853, and expenditures at $1,244,556, leaving $499,703 required to balance the budget.

The capital statement showed the unpaid balance of present contracts to be $3,030,814.18. The resources available to meet it were:

- Balance of the current Provincial Government Grant: $700,000
- Funds on hand: $345,000
- Funds from the 1957 Campaign expected this year: $259,000
- Balance of the Canada Council Grant: $100,000
- Balance of the 1957 campaign, 1959-60: $100,000

Total: $1,504,000

There was some discussion of the Bookstore shortage, and general agreement with the proposal to employ a consultant.

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

On a motion by Mr. Castledine, it was agreed that Mr. F. J. Turner and Dr. A. D. Dunton be given authority to sell Dominion of Canada $100,000 4 1/8% Bond, due 1972, No. T28 Y1217.

Mr. Turner reported that he had two informal offers - one to purchase 275 First Avenue for $20,000, conditional on securing a first mortgage of $12,000, and on the vendor taking back a second mortgage of $3,000 for five years with interest at 7%; and an offer of $18,000 on 291 First Avenue, conditional on the purchaser securing a first mortgage of $12,000, and on the vendor taking back a second mortgage for $2,000 for five years with interest at 7%. The offer was made with the understanding that the date of vacant possession be a date convenient to the university between the 1st of January and the 1st of June, 1959.

It was agreed that these two buildings should be appraised if possible by Mr. C. W. Ross, and that the sale to Doris Balian be authorized, subject to the appraised values being within a reasonable amount of the offered prices, and that Mr. Turner be given authority to determine this.

Mr. Gibson began his report by listing the outstanding items which might be covered by an agreement with the City. The first item on the previous list had been the supply of Hydro Electric Power, but in the meantime this appeared to have been settled. This left a list of four: the point of access from the university property to Bronson Avenue; sewer and water lines easterly from the pumping station; the pumping station; and 3 1/4 acres of land required for the new approach to the Bronson Avenue bridge over
the Rideau Canal. Last April he, Mr. Turner, and Mr. Balharrie had attended a discussion with officials of the City relating to the new Bronson Avenue roadway. Recently he had been invited to the City Hall for discussion with the Mayor and the Director of Planning & Development, at which the various items outstanding were discussed. After some considerable discussion, he had suggested that he would be willing to recommend to the University Board of Governors settlement of the issues on the basis of sale at cost.

Recently the point of access from the university property to Bronson Avenue has come under discussion. Following the calling of tenders on an alternative basis for the construction of a road to Bronson Avenue, it had become apparent that there would be a very substantial reduction in the cost if the road went directly to Bronson Avenue past the Field House and terminated approximately opposite Cameron Avenue.

In addition to reducing to a minimum the capital cost of the road, it also correspondingly reduces maintenance costs and reduces to a minimum the distance from future public transit along Bronson Avenue to the building site. The city, however, have decided that the university's access to Bronson Avenue should be at Sunnyside.

It was agreed that the Board note with interest the report of Mr. Gibson of his negotiations with the City and ask him to carry these on.

**REPORT OF THE INVESTMENT COMMITTEE:**

On a motion by Mr. Crawley, the Report of the Investment Committee was adopted.

Mr. Crawley asked that members note that in the item "Commons Switch" at the top of page 2 the last phrase in parenthesis should be "(bought at $40.00)".

**REPORT OF THE BUILDING COMMITTEE:**

The Report of the Building Committee was circulated with the notice of meeting. Mr. Turner reported that the university had been informed of the credit to be allowed from the second alternative access road arising out of the deletion of the parking lot. The price quoted had been $63,960. The credit brought the cost of the access road down below $25,000.

It was agreed that the Report of the Building Committee be approved.

**STAFF APPOINTMENT:**

On the recommendation of the President, it was agreed that Mrs. C. Israel be appointed as Circulation Librarian for the period November 1, 1958 to April 30, 1959, at a salary of $350.00 per month.

**STAFF CHANGES:**

The following staff changes were approved:

- Resignation of Mrs. Elaine Murray, Circulation Assistant, Library, at a salary of $225.00 per month, effective October 30, 1958. (Mrs. Murray will continue to work on a part-time basis.)
- Resignation of Miss Betty Recoskie, Office Assistant, at $100.00 per month, effective October 31, 1958.

**ADJOURNMENT:**

The meeting adjourned at 3.15 p.m.

C. C. Gibson,  
Secretary.  

J. E. Coyne,  
Chairman.