MINUTES
of the
SIXTY-FOURTH MEETING
of the
BOARD OF GOVERNORS
of the
OTTAWA ASSOCIATION FOR THE ADVANCEMENT OF LEARNING
(Carleton College)

TIME: Thursday, April 19, 1951, at 12.30 p.m.
PLACE: Rideau Club, Ottawa.
PRESENCE: Dr. H. S. Southam, Chairman, Mr. V. S. Castledine, Mr. J. E. Coyne, Dr. McGregor Easson, Col. C. M. Edwards, Mr. C. C. Gibson, Mr. H. R. T. Gill, Mr. E. J. Jenkins, Mr. F. C. Jennings, Mr. W. S. Kidd, Dr. W. C. Macartney, Dr. M. M. MacOdrum, Mr. A. E. MacIae, Mr. W. D. McKewin, Mr. T. R. Montgomery, Mr. Justice I. C. Rand, Mr. Allan Ross, and Mr. N. F. Wilson. Also present: Mr. A. R. Maybee and Mr. F. J. Turner.

MINUTES: The minutes of the previous (63rd) meeting were adopted as read.

REPORT OF THE EXECUTIVE COMMITTEE: The minutes of the 53rd and 54th meetings of the Executive Committee were distributed with the notice of meeting. It was moved by Mr. Kidd, seconded by Mr. McKewin.

By-law No. 6 Signing Officers:

that By-law No. 6 be amended by substituting "four other persons" for "three other persons", so that the by-law would now read:

"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 and four 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."

Signing Officer:

and that Mr. F. J. Turner, Bursar, be appointed a signing officer of the College, with authority to sign any instrument or document on behalf of the Association having a value of less than $1,000.00

Carried.
Mr. Kidd reported that, in addition, the Executive Committee had decided

**Insurance Proposal of Mr. Bruce:**

that Mr. Bruce be informed that the College does not wish him to proceed with his plan of selling insurance in which the College would be named beneficiary.

**Letter from Mr. Cleary:**

that no action be taken on the letter from Mr. Cleary regarding the change in the $100,000 fire insurance policy on the building.

**Crest and Motto:**

that Mrs. Elizabeth Harrison of Kingston, Ontario, be commissioned to prepare an artist's drawing of the proposed crest and motto.

**Supplementary Grant 1950-51:**

that the 1950-51 D.V.A. Supplementary Grant of $4,275.33 be credited to Plant Funds.

**Plate Glass Insurance:**

that no insurance be placed on the plate glass in the new library.

**Erection of a Fire Escape:**

that a metal fire escape be erected by Ottawa Iron Works Limited on the assembly hall wing, to replace the one removed in the construction of the library, at a cost of $695.

**New Faculty Appointments:**

that Dr. MacOdrum be given authority to appoint new instructional staff up to a total net increase in annual salary expense of $7,000.

**Bank Loan:**

that the request for a line of credit for $125,000 to September 30, 1951, from the Bank of Nova Scotia be approved.

**Staff Welfare Committee:**

that the Board of Governors declare that it is desirable to increase the present scale of retirement pensions and that staff members be invited to increase their contributions immediately.

**Investment Committee:**

that the resignation of Col. Edwards from the chairmanship of the Investment Committee be accepted with regret and that Mr. A. A. Crawley be appointed chairman of the Investment Committee.
Executive Committee:

that Mr. Crawley be invited to become a member of the Executive Committee.

Staff Change:

that the employment of Mrs. M. C. Cougle, Assistant Librarian, at a salary of $2,500 a year, effective April 1, 1951, be approved.

Committee on Faculty Salaries:

that a committee on faculty salaries be appointed consisting of Dr. MacOdrum and Messrs. Coyne, Crawley, Kidd, and McKewen, the committee to be called initially by Dr. MacOdrum and then to appoint its own chairman.

Charles Ogilvy Limited Preference Shares:

that the question of the sale or retention of the 170 preference shares of Charles Ogilvy Limited, par value $30 each, be referred to the Investment Committee for its recommendation.

It was moved by Mr. Kidd, seconded by Mr. McKewen, that the decisions of the Executive Committee reported above be approved. Carried.

The following items were reported for information.

Report of the Development Fund Management Committee:

The Management Committee reported that as of March 26, 1951, total cash and pledges received were $269,819. The committee recommended that the campaign close officially on April 7, 1951; that a public announcement be made to this effect; that in this public announcement the continuing activities of a Development Fund Committee should be mentioned; and that the following should be members of the Committee: Mr. E. H. Cabeldu, Mr. V. S. Castledine, Mr. G. H. Hulse, Mr. H. R. T. Gill, Mr. W. S. Kidd and Dr. M. M. MacOdrum.

In view of objections expressed to such a public announcement, it was decided to defer action to the next meeting of the Executive Committee.

Workmen's Compensation:

Consideration of Workmen's Compensation for the College staff to replace the voluntary compensation clause of the present public liability insurance was deferred pending receipt of further information.

Bunker Oil:

Consideration of the proposal of Martin Brothers to install Bunker oil fuel burners was deferred pending receipt of information from the Employers' Liability Assurance Corporation.
Mr. Kidd advised the Board of the receipt of the final report of the campaign from the John Price Jones Company.

Campaign Receipts by Divisions:

<table>
<thead>
<tr>
<th>Division</th>
<th>Objective</th>
<th>Receipts to Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Gifts</td>
<td>$310,000</td>
<td>$134,596.00</td>
</tr>
<tr>
<td>Corporation Gifts</td>
<td>145,000</td>
<td>122,692.50</td>
</tr>
<tr>
<td>Special Groups</td>
<td>23,000</td>
<td>6,420.10</td>
</tr>
<tr>
<td>University</td>
<td>12,000</td>
<td>15,560.60</td>
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<tr>
<td>Valley Towns</td>
<td>21,000</td>
<td>3,945.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$511,000</strong></td>
<td><strong>$283,214.20</strong></td>
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The Personal Gifts Division fell far below its objective and this one division largely accounted for the fact that the campaign did not reach its objective. The difficulties experienced in the Corporation Gifts Division were with the smaller business firms rather than with the large ones. In the University Division, faculty, students and graduates sections did remarkably well, but the returns from parents were disappointing as were the returns from Special Groups and Valley Towns.

Favourable and Unfavourable Factors:

Among the many favourable factors in the campaign were the following: the leadership given by the campaign chairman and his committee and the work of Mr. Maybee as Assistant Director.

Among the unfavourable factors were: unsettled world conditions and the fears of increased taxation which led many firms and individuals to make outright gifts rather than pledges over the three-year period; the epidemic of influenza; the failure to secure a Personal Gifts chairman until late in the campaign period; the relatively poor initial pace-setting Personal Gifts; and the lack of a feeling of financial responsibility toward the College on the part of the community.

Additional Donations:

It was estimated that additional donations of $60,000 would be secured before June 1953, if a continuing organization were set up.

Expenditures:

The campaign expenses were $42,000 against a budget of $47,000.

It was moved by Mr. Kidd, seconded by Mr. MacRae, that this report on the campaign be adopted. Carried.

CAMPAIGN CHAIRMAN:

It was moved by Mr. Kidd, seconded by Mr. Coyne, that the Board of Governors record its appreciation of and thanks for the splendid job done by Mr. C. H. Hulse as chairman of the Carleton College Development Fund.

It was moved by Mr. Gill, seconded by Mr. Wilson, that Mr. Hulse be asked to convey to the campaign workers the Board's appreciation of their fine work.
Mr. MacRae, on behalf of the trustees of the Ottawa Ladies' College, presented to the treasurer a $100,000 Dominion of Canada bond transferred in trust to perpetuate the name of the Ottawa Ladies' College. It was moved by Mr. Castledine, seconded by Mr. Kidd, that the Ottawa Association for the Advancement of Learning (Carleton College) accepts the said Bond upon the said trusts and hereby authorizes its appropriate officers to sign a declaration and deed of trust (of which this resolution shall form a part) by way of acknowledgment of receipt of the said Bond and assumption of the trusts relating thereto. Carried unanimously.

It was agreed that the time of the release of this to the press be determined by the Executive Committee.

It was decided to defer this item to the next meeting of the Board and in the meantime it would be considered by the Executive Committee.

The meeting adjourned at 2.35 p.m.

C. C. Gibson,  
Secretary.

H. S. Southam,  
Chairman.