

Room applications for office space in the Union were due May 1. The method of allocating space and determining rent was explained by Mr. Smith.

The financial report for March was read by Mr. Smith, followed by an explanation of costs and income of the Union. These figures are available for inspection by Board members at any time.

A tour of the entire physical plant of the Union is being planned to acquaint new members of the Board with the facilities.

Mr. Monfort explained the procedure for requisitioning supplies. He stressed the fact that all committees should check with him before obtaining any supplies in order to avoid getting things already on hand. He also pointed out that all correspondence to other outside agencies and colleges should be cleared either by him or Mr. Smith so as to prevent complications that have arisen in the past.

Mike Hreha announced that the party for the old and new Boards is tentatively set for Tuesday, May 15.

The President appointed Jerry Baur to the Room Allocations Committee. He also placed Baur in charge of Homecoming next fall, and he appointed Glen Stewart chairman of the Fall Carnival.

Because of the opera next week, the Board will meet at 6:30 p.m.

The meeting adjourned at 8:55 p.m.

Approved

Submitted

Keith Hookman

President of the Board

James E. Pauloski

Secretary of the Board

May 8, 1951

The second meeting of the 1951-52 Union Board was called to order by the President at 6:35 p.m., and the minutes of the last meeting were read and approved. Mr. Smith, Jim Pauloski, and Glen Stewart were absent. Mike Hreha acted as secretary in the absence of Jim Pauloski.

The following committees reported:

Student-Faculty Relations - John Sparks asked for any ideas that the Board members might have in regard to his committee. He is writing to unions at other universities for information on what they are doing in student-faculty relations work.

Personnel - Mike Hreha announced the appointment of two assistant office managers. They are Lee Marchant (Acacia) and Tom Brown (West Hall II). Class schedule cards were distributed among the Board members to be filled out and returned to Mr. Smith's office.

Special Events - The Senior Barbecue was held in Alumni Hall on Sunday, May 6, 1951, because of rain. Mr. Monfort reported that 337 tickets were sold and that approximately 325 people attended. He believed that the sale of tickets would cover expenses.

The President inquired as to which members met with the old Board members in charge of their committees last year and suggested that if they hadn't met as yet, they should do so as soon as possible. This meeting is for the purpose of acquainting the new members with the workings of their committees. New Board members are to obtain the annual report in triplicate from last year's committee chairmen.

The filing cabinet in the Board office will be divided into sections for each committee on the Board. The President suggested that all Board members look through the files to determine what they would like to retain in the files. Mike Hreha is to obtain index cards for the files and set up reserve space for each committee in the files.

Mike Hreha asked for office hours of all Board members which will be posted in the office.

The President announced that it was the personal responsibility of each Board member to obtain a list of service workers.

The Union Board party is scheduled to take place Tuesday, May 15. Old and new members will be notified as to time and place.

Additional committee reports: p.m.

Music Activities - Bob Weathers reported that the following people were appointed as his assistants:

William Chambers, President
 Alice Curtis, Secretary
 Louis Tenta, Personalities on Record
 Ray Ruff, Publicity Chairman
 Judith Martin, Classical Record Hour

The meeting adjourned at 7:08 p.m.

Approved

Kath H. Cochran

President of the Board

Submitted

Michael J. Hreha

Acting Secretary of the Board

May 15, 1951

The third meeting of the 1951-52 Union Board was called to order by the President at 7:03 p.m., and the minutes of the last meeting were read and approved. Mr. Bucher was absent.

The following committees reported:

Student Spirit - All cheerleaders have turned in their uniforms except Dale Moreda, Jo McKinley, and Mac McDaniel, and these