

December 6, 1960
Union Board Meeting #17

The meeting was called to order by the President, Ray Muston, at 3:45 P.M. in the Union Board Room.

The minutes from the previous week were approved.

OLD BUSINESS

Union Board Retreat - The Union Board members going to the Retreat are to meet in front of the Union at 3:30 P.M. on Friday. The cost will be \$3.50 per person and any checks should be made payable to the Indiana Memorial Union. Board members are to come to the Retreat with ideas of what they wish to present from their areas.

Union Hours - Union hours must be turned in within two weeks following any event. In regards to a standing committee, the hours should be turned in once a month. The Union Board member and General Chairman are to rate the Steering Committee members for leadership points. These leadership points will count toward total point standings.

NEW BUSINESS

Procedure for notifying applicants for Steering Committees - Ray Muston reminded the Board members that applicants who were not selected for various Steering Committees should be notified. This can be handled by telling the applicants, during the interview, that if they are selected they will be notified by a certain date. Dr. Lusk suggested that postcards be sent to all applicants listing the Steering Committee that was selected.

Letter Concerning the Browsing Room - A letter was received from the Administrative Council suggesting that a dictionary and set of encyclopedias be placed in the Browsing Room. Mr. Lyons told the Board that a letter had been sent to the Administrative Council explaining that the Browsing Room was intended primarily for hometown newspapers and magazines. He further stated that he would recommend to Union Board that they purchase an unabridged dictionary. The Union would welcome a set of encyclopedias as a class gift. Ann Fletchall suggested that a globe and two less expensive dictionaries be purchased for the Browsing Room rather than one large, expensive dictionary. An unabridged dictionary could be purchased for \$31.60 and the stand could be purchased for \$20.65, coming to a total of \$52.25. It was decided that the discussion on this matter should be tabled until there are reports from the Equipment Fund and from Ann Fletchall's committee, which will try to determine if there is a need for an unabridged dictionary.

Use of Meeting Rooms - Ray Muston told the Board members that if they schedule a room but do not use it, for the entire meeting, they should leave it in good order. If this is not done, they will be charged for use of the room.

Recreation Council - Terry Hershberger told the Board that the Chess Tournament has been completed. Friday, December 9 will be Date Night in the Billiard Room.

The HPER Department is assisting with the Billiard program. Winter Olympics will be held at Beechwood Heights. If the weather is favorable. The Board commended Terry on the success of the first of the dancing lesson series. Terry told the Board that he has to send in information for the Region VI Newsletter and he would like material on the various areas.

Awards Banquet - Tom Smallwood is in charge of the banquet this year. There is question as to whether we should continue having the banquet or if it should be changed in any way. Jim Lyons pointed out that we presently give one award for three different honors. Ray Muston suggested that each Board member think about the possible ways of handling this program and that we come to a final decision this weekend at the Retreat.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Cathy Krause, Secretary

Ray Muston, President

December 13, 1960
Union Board Meeting #18

The meeting was called to order by the President, Ray Muston, at 3:45 P.M. in the Union Board Room.

The minutes from the previous week were approved.

OLD BUSINESS

Discussion of the Equipment Fund - Jim Lyons explained the financial statement of the Union Board Equipment Fund. A copy of the statement is in the permanent files attached to the minutes from December 6, 1960. Ray Muston appointed Bob Hanning to see if it warrrnats buying a mechanical ditto machine.

Browsing Room Dictionary - Ann Fletchall reported that she talked to the Union hostesses, and they feel there is a need for dictionaries in the lounges used for studying. These would include the South Lounge, the East Lounge, and the Browsing Room. Three Webster Collegiate Dictionaries could be purchased for \$12.73. Norm Traeger made a motion that Union Board purchase three Webster Collegiate Dictionaries, at the price quoted, which will be placed in the East Lounge, the South Lounge, and the Browsing Room. The motion was seconded by Bill Seng. It was voted on and passed. The possibility of purchasing a globe for the Browsing Room was also discussed. Prices and styles of globes will be investigated.

Awards - Ray Muston appointed a committee to decide on awards for the Awards Banquet. The committee is composed of Tom Smallwood, Bill Seng, Jan Coffey, and Ann Fletchall.