

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1957-1958

EXECUTIVE COUNCIL MEETING

October 6, 7, 1957

Minutes of First Session, October 6

Frank M. Fletcher, Jr., Presiding

The meeting was called to order in the Hotel Coronado, St. Louis, Missouri, at 9:15 a.m., by President Fletcher. Members in attendance were: Dr. Burnett, Dr. Cottle, Mr. Dillenbeck, Dr. Hatch, Dr. Johnson, Dr. Kamm, Dr. Kelso, Dr. Morehead, Dean Northrup, Dr. Roeber, Dr. Smallenburg, Dr. Williams, and Dr. Hitchcock. The President expressed the regrets of the Council at the absence of Dr. Froehlich. Dr. Froehlich was reported as greatly improved in health. The Council members sent a telegram of continued good wishes to Dr. Froehlich.

I. MINUTES OF LAST MEETINGS

The minutes of the last meetings of the Executive Council were considered. The Executive Secretary listed corrections to be made on page 14 to delete Section I, and on page 15 to change Article IV to Article V. Moved by Dr. Burnett and seconded by Dr. Morehead that: The minutes be approved as corrected. Motion passed.

II. REPORTS OF OFFICERS

A. The Treasurer presented his report. (His report is attached as Appendix A.) Moved by Dr. Smallenburg and seconded by Dr. Johnson that: The Treasurer's report be accepted as presented. Motion passed.

B. The Executive Secretary presented his report. (His report is attached as Appendix B.) The report was accepted as presented, by voice concensus.

III. COMMITTEE REPORTS

A. The Chairman of the Membership Committee reported. Dr. Hoyt reviewed the program for cooperative action by the Divisional Chairmen in providing material for the news sheet that is sent out to all State Membership Chairmen and Coordinators monthly. He stated that there are three things sought from each Division each month:

1. Professional activities of the Division to be sent in by the President of the Division.
2. Highlights of the work of one Committee of each Division.
3. Highlights of good practices of Membership Chairmen.

He stated that it is desirable that the Presidents-Elect appoint their National Membership Chairmen early in the year in order that they may know the work of the Membership Committees and in order that they may have their State appointments made by Convention time.

He stated that the membership activities during this year will stress new memberships and place less stress upon delinquent memberships.

States in which special drives are to be made for membership this year are to submit plans for their particular drives.

Information was supplied to the Executive Council on the following points:

1. A change in the concept of student membership based on the question of whether the concept is that student membership is for the purpose of easing a financial burden or to encourage graduate students to enter the professional Association. The concensus of the Council was to leave the provisions for student membership as at present because of questions of the professional nature that is suggested if a differential were made at this time.

2. Changes in membership requirements for persons entering the armed forces. It was the concensus of the Council that there should be such a provision made and that it should apply to non-commissioned personnel in the armed services and that there should be a definite time limit, perhaps of two years.

3. Students who major in guidance as undergraduates should be eligible for student membership. It was the concensus of the Council that this should not be approved or pursued further in view of its inconsistency with the profession.

4. A joint membership for husband and wife. The concensus of the Council was generally favorable to such a change.

5. Membership application blanks should be simplified specifically with the proposal that there be a simplified form for Provisional Membership and that Divisional applications be filed within the year.

It was moved by Dr. Morehead and seconded by Dr. Kamm that: The Membership Committee should study ways and means of improving the application blank and prepare recommendations for the Executive Council that will facilitate new memberships in the Association. Motion passed.

The preceding points of information with the reactions given by the Executive Council were intended by the Council to provide a guide for the Membership Committee in preparing recommendations for action by the Executive Council.

B. The report of the International Relations Committee was presented. The major points of the report are:

A major objective of the APGA Committee on International Relations is the establishment of and participation in a cooperative program in which APGA may be of major assistance in the strengthening of personnel and guidance services abroad and in turn will be strengthened through its relations with professional persons who are engaged in this field of activity in other countries. The following procedures seemed essential to any realization of this objective.

1. The appointment of persons in other countries who may act as official communication points with the APGA Committee on International Relations and continuous correspondence with these appointees. In addition to the single communication point, there should be established in other countries, and through their own efforts, appropriate committees which can be influential in the development of effective guidance services.
2. The encouragement of more effective personnel and guidance work in other countries through a regular exchange of reliable writings and research results in the field.
3. The encouragement of selected personnel in other countries to attend the annual meetings of APGA. In turn, designated representatives of APGA should attend annual conferences of the professional guidance associations in other countries when possible.
4. The committee is a medium through which information can be disseminated among professional personnel engaged in guidance movements in many countries.
5. The committee can encourage, within the proper function of APGA, the establishment of training institutes and workshops wherein teams of visiting specialists may be used in a number of countries to provide training for selected personnel.

In keeping with the above procedures, it seems advisable that--

- (a) The committee generally represent the American Personnel and Guidance Association in its official relations with individuals, institutions, or agencies outside of the United States.
- (b) That the committee work with personnel and guidance officials in colleges and universities in other countries in cooperative programs and student personnel work which will be beneficial to all participating groups.
- (c) That the committee establish each year at the time of the Annual Convention of APGA a program of special interest to foreign visitors in the United States who have professional interest in the field of personnel and guidance and that the committee work with these participants in extending the services of APGA beyond the United States. The Committee should in turn receive from the visitors information on programs in their country that may be useful in the development of student personnel and guidance work in the United States.
- (d) That in proper time the Committee on International Relations recommend to APGA any specific projects or programs of international character that are appropriate to APGA.

These points were followed by some suggestions for implementing the objectives.

The Council discussed several pressing aspects of the International Relations field. The Council felt impelled to act relative to the 1958 Convention of the Association Internationale D'Orientation Professionnelle. APGA has been asked to provide an exhibit for this Convention and this request had been transmitted earlier to the International Relations Committee. The Council is aware also that there is some possible interest on the part of persons in foreign countries in having a seminar on guidance and a world conference on guidance needs. Several members of APGA have also expressed to Council members possible interest in attending the conference in Brussels if suitable arrangements could be made. Following discussion of these points by the Council, a series of motions was made to carry the intentions of the Council into action.

Moved by Dr. Hatch and seconded by Dr. Williams that: Dr. Lloyd is to assign to someone in the Washington area the job of working with the Executive Secretary on the exhibit for the International Conference in Brussels in the summer. Motion passed.

Moved by Dr. Hatch and seconded by Dr. Williams that: The Executive Council authorizes the Executive Secretary to poll the interests of the members in going by plane to the Brussels Conference. Motion passed.

Moved by Dr. Smallenburg and seconded by Dr. Morehead that: The Executive Council authorizes the Executive Secretary, in communication with the International Relations Committee, to approach foundations with the possibilities of conducting a seminar on guidance and a world conference on guidance needs in connection with the International Guidance Conference in Brussels. Motion passed.

The Council discussed the matter of representation of APGA in foreign countries. Moved by Dr. Johnson and seconded by Dr. Morehead that: Persons travelling in foreign countries under the sponsorship of APGA must be specially designated by the Executive Council. Motion passed.

Moved by Dr. Johnson and seconded by Dr. Burnett that: The Executive Council wishes to go on record that, generally, official visitations should be made by teams of two or more individuals. Motion passed.

Moved by Dr. Cottle and seconded by Dr. Roeber that: The Executive Council reaffirms the policy that approaches to outside sources for funds must be approved by the Executive Council and must be coordinated through definitely established APGA channels. Motion passed.

C. Report of the Public Relations Committee. The Public Relations Committee has met twice and will continue its program of meetings through the year. The Committee has reviewed all of the material prepared by last year's Public Relations Committee and has delineated items for specific action. The general mission of the Committee is the advancing of plans and ideas for public relations work to be carried out by the Headquarters Office. In this process, the Committee is also spending time in investigating public relations activities of other similar organizations. The Committee is engaged in two specific projects at this

time. The first is the preparation of a rather definitive policy statement covering public relations activities for APGA. The second is investigation of a desirable role of APGA in television and radio and preparation of a policy statement on this as a recommendation to the Executive Council.

D. Nominations and Elections Committee report. The Nominations and Elections Committee did not have a report to present at this time and in lieu of this, the Council considered a new set of proposals for nominations and elections procedures and a new type of ballot. These procedures would be prepared in the form of a three or four page manual that would be transmitted from the Headquarters office to the new Nominations and Elections Chairman next year.

Moved by Dr. Northrup and seconded by Mr. Dillenbeck that: The Nominations and Elections proposals as submitted are approved. Motion passed. (These recommendations are attached as Appendix C.)

E. The Yearbook Committee reported excellent progress on the Yearbook that is to be published in January 1959 by the National Society for the Study of Education. The title of the Yearbook is "The Role of Personnel Work in Education." Writing assignments for all of the chapters have been accepted and the Committee is on a definite schedule of production. The Committee requested additional funds that will be reported in a later part of these minutes in connection with the changes in the Budget.

F. Committee on Professional Training, Licensing and Certification. Dr. Stewart's report was studied by the Council. The reactions were highly favorable toward the report. The Council hopes that Dr. Stewart and his Committee will be able to pursue their work to conclusion this year possibly with some time in advance of the Convention to work on it.

G. Publications Committee. The Publications Committee did not have a report to present at this time because their work is in progress but has not developed far enough to make any specific report to the Council. The Publications Committee is working on policy statements affecting the publications of the Association and projections for activities in the future.

H. Constitution Committee. The proposed amendments to the Constitution and By-Laws, prepared by Dr. Peters and his Committee, were presented. Certain changes in the proposed amendments were made by the Executive Council. These changes are not included with these minutes because they will be reproduced and sent to all persons who receive copies of these minutes, and the changes when reproduced will be attached to these minutes in the permanent file as Appendix F. (This Appendix is not included with this mailing of the minutes.)

In concluding the receipt of Committee Reports, the Council discussed briefly the composition of Committees. Dr. Roeber spoke of the advisability of thinking about Committees in terms of Chairmen-Elects. Dr. Fletcher pointed out that this might not apply to all Committees but that the idea should be kept in mind that some means of continuity is necessary for all on-going Committees.

IV. OLD BUSINESS

A. Consideration was given to the JOURNAL and a possible House Organ. The problem is the development of ten issues of the JOURNAL and deleting the Association News from the JOURNAL and putting it, plus other material, in a House Organ. Data were submitted on possible costs involved and it would appear that a House Organ could cost as much as \$7000.00 a year for twelve issues. Actual cost might be less depending upon bids for other types of reproduction of it.

The Executive Council did not wish to give the impression of not favoring the extension of the JOURNAL to ten issues and development of a House Organ which thereby would provide for eleven articles in each issue of the JOURNAL, but the Executive Council did not feel that it could establish a policy on the matter at this time in view of the fact that the practicalities are so involved with financial matters. Moved by Dr. Roeber and seconded by Dr. Williams that: The problem of the JOURNAL and House Organ be referred to the Publications Committee for further study and recommendations to the Executive Council. Motion passed.

B. The membership certificate that had been prepared as a sample was presented to the Executive Council. In terms of the contract with the International Cooperation Administration it is necessary to have a certificate of membership for foreign persons who come under the terms of that contract. This principle of such a certificate had been approved by the Council in October 1956. The certificate as presented was approved without vote for use with foreign persons who come under the terms of the ICA contract. It was decided by agreement not to take any further action at this time relative to a certificate for all members of APGA.

C. In opening the discussion on the Building Fund and related matters President Fletcher announced the appointment of Dr. C. C. Dunsmoor as the Fund Drive Director. (The exact title is to be decided later by Dr. Dunsmoor.) He expressed the appreciation of the Association for the great work accomplished by Dr. Froehlich and the regret that he could not continue the work. The appointment of Dr. Dunsmoor was received most heartily by the Council.

The situation of the small subscription to the Prepaid Dues was considered and it was the general concensus that the Prepaid Dues should not be publicized but that they should be kept open through this Association year. The point of this was not to dissipate efforts on a class of membership for fund raising purposes that appears not to be well received.

In view of the fact that the planned 400 Prepaid Members likely would not materialize, the situation was viewed from the point of view of increasing the number of Life Subscriptions. Moved by Mr. Dillenbeck and seconded by Dr. Hatch that: The quota of Life Subscriptions be increased from 200 to 300. Motion passed. (It was the feeling of the Council that this number could be increased and the intent of the Council was to leave the ceiling on the number of Life Subscriptions open for further determination.)

A further problem on Life Subscriptions was raised by Dr. Roeber and discussed by the Council relative to the method of payment. It was felt that a plan of monthly payments could perhaps be handled more readily than the three payments over the three-year period. Moved by Dr. Johnson and seconded by Dr. Smallenburg that: The Fund Drive Director is authorized by the Executive Council to modify the methods of payment with the understanding that payments will be completed within the three year period. Motion passed. (This is understood to refer both to Life Subscriptions and to Prepaid Dues.) (It is understood further that encouragement will be given to gifts to be paid in installments.)

There was discussion of the advisability of having some form of recognition of Life Subscribers beyond the listing of the names in the JOURNAL periodically. It was moved by Dr. Hatch and seconded by Miss Weeks that: An appropriate certificate should be prepared for Life Subscribers. Motion passed. (This matter was referred to the Fund Drive Director and the Executive Secretary to work through.)

Consideration was given to the distribution of the Divisional Pool money that has been collected. No decision was taken on the matter at the first session but it was suggested that one method would be to distribute the money twice a year on a percentage basis. The representatives of the larger Divisions had magnanimously suggested that a disproportionate amount be given to the smaller Divisions in order to assist them. Action was postponed to the Second Session.

D. The change of APGA membership status in the American Council on Education was discussed. Moved by Dr. Smallenburg and seconded by Mr. Dillenbeck that: The Executive Council approves the change of membership of APGA in the American Council on Education from Associate to Constituent membership. Motion passed.

E. Action on the Division of Rehabilitation Counseling was postponed to the Second Session.

V. REPORT OF 1958 CONVENTION COMMITTEE

The following part of the first session was devoted to the Convention. The Convention Coordinator, Dean Wientge, accompanied by Program Coordinator Dr. McGowan, the Associate Coordinator Mr. Guese, and Publicity Chairman Mr. Collins, presented the report on the Convention.

Dean Wientge presented his proposed budget for the Convention and the budget was accepted by the Council. The budget is attached as Appendix D. Moved by Dr. Kamm and seconded by Dr. Smallenburg that: The Executive Council accepts the budget as presented. Motion passed.

The Program Committee presented the proposed theme as "The Individual in a Changing Culture." This was approved by the consensus of the Council.

There was discussion of the mechanics of listing the program in the program booklet. It was moved by Dr. Roeber and seconded by Dr. Kamm that: The printed program be changed to list meetings chronologically with the Divisional sponsorship of each meeting shown such chronological listing applying both to the complete printed program and to the summary that appears in the JOURNAL; however the summary will not show sponsorship. Motion passed.

A question was raised about the exhibits for Divisions. The arrangements of last year were reviewed and no change was indicated from that, namely that the Central Office will take responsibility for handling the Divisional displays and the sales of sale items and will contact the Presidents of the Divisions relative to the displays.

The Convention News was discussed. It was pointed out that the News should cover all Divisions as well as APGA. In this connection the News editor will write to each Divisional President. It was suggested that the News be brought out on Wednesday morning of the Convention. It was the concensus of the Council that as a matter of practice there should be no charge made for the Convention News.

The matter of a distinctive badge for those who are attending the Convention for the first time was discussed. There were suggestions that a different colored badge be used or a small ribbon that the person could attach to his badge, or that there be some mark that could be affixed to the regular badge. The matter was left to the concensus of the Council and it was the concensus that there should be some practical indication of the fact that a person is a new-comer. This was put on the basis of an experiment for this year with a review to be made before it is utilized at the next convention.

The amount of money available for each Division was considered, and the Council reaffirmed the previous practice of allotting \$150.00 per Division. It was suggested that if a Division finds it is not going to be using its money, this should be made known so that the total amount could be utilized. Some Division might have greater needs in one year than another Division.

Consideration was given to the registration charges for mates of those who are attending as members. There was a general feeling that there should be some recognition given to the financial difficulty of one family paying two full registrations, particularly when the mate is not likely to attend many meetings. It was moved by Dr. Johnson and seconded by Dr. Roeber that: The Registration Fee of the spouse of a member shall be \$1.00, provided that the registrations of the two are made simultaneously. Motion passed.

The first session adjourned at 10:40 p.m.

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION
1957-1958
EXECUTIVE COUNCIL MEETING

October 6, 7, 1957

Minutes of Second Session, October 7

Frank M. Fletcher, Jr., Presiding

The meeting was called to order at 8:00 a.m. by President Fletcher with all members of the Executive Council in attendance as listed for the first session.

VI. NEW BUSINESS

A. The possible affiliation of the United States National Student Association with APGA was discussed. The Council was apprised of the fact that the President and Executive Secretary had attended meetings of the National Student Association Congress in Ann Arbor in August upon invitation of the National Student Association. Conversations of the Executive Secretary with the President of NSA during the past year, Mr. Harald Bakken, were reviewed. The Council was informed that the National Student Association is very interested in pursuing further its discussions and investigations of possible affiliate membership in APGA. The Council was informed also that the conversations of the Executive Secretary on this point, following instructions from the April Council Meetings, were in terms that APGA is not issuing an open invitation at this point but is most cordial to exploring the possible interest of NSA in such affiliation. NSA had indicated its desire to attend the Council and Assembly meetings of APGA in St. Louis. Moved by Dr. Burnett and Seconded by Dr. Smallenburg that: The Executive Council authorizes the Executive Secretary to invite the President and one other officer of the National Student Association to the APGA Convention with a specific invitation of welcome at the Assembly and Council meetings. Motion passed.

B. There was discussion on the position of APGA on lobbying in Congress. A report was presented by the Executive Secretary relative to discussions particularly with Dr. James McCaskill, Director of Legislative Activities, for the National Education Association. If an organization seeks to influence votes in Congress by requesting or suggesting to its members or groups of its members that Congressmen vote for or against a bill, this is considered lobbying. In terms of the official lobbying act of Congress, such organizations must register as lobbyists. The reason for the question being brought up at this time for policy determination was the possibility that the Office of Education follow-up of the President's Committee on Education Beyond the High School may contain a request for legislation covering the enlargement of guidance services in colleges and schools and aid to universities in enlarging counselor-training programs. It may also contain a proviso for setting up full scale pilot installations in communities that do not have guidance services today. All of the

services for which funds might be requested would be ones that are in addition to anything existing in an institution at the present time. The Council was informed that registering for lobbying may be done either as a permanent matter or for a limited period of time. The terms of such registration were reviewed, namely that an initial registration has to be made and then that financial reports have to be submitted each quarter listing all of the expenses of the Association affecting lobbying. If a lobbyist wishes, the registration may be terminated at the conclusion of any particular activity of the group and such status as lobbyist may be taken up again at a later time. It was pointed out by several members that lobbying is an acceptable term as indicated by the fact that such organizations as the National Education Association are openly listed as lobbyists. It was further pointed out that it could be very embarrassing if the Association were in the position of seeking passage or defeat of a particular bill and at a time of hearings relative to such a bill, had to state that it was not registered as a lobbyist despite its activities.

Moved by Dr. Cottle and seconded by Dr. Roeber that: Because it is necessary, in order to support good legislation affecting guidance, it is the declared policy of the Executive Council that APGA be registered as a lobbyist with the Senate and House of the United States Congress. Motion passed. (It was understood that this policy statement is intended to cover such bills as the Association will be interested in and is not necessarily to be construed as meaning permanent registration as a lobbyist.)

Relative to lobbying, the members of the Council were reminded that the Council has already established a base for determining which legislative matters it is interested in.

C. The request of the Organizing Committee for the Division of Rehabilitation Counseling for the declared establishment of the Division was presented. This was contained in a letter of transmittal from Dr. Salvatore G. DiMichael, Chairman of the Organizing Committee. The history of the development of the Division was reviewed and particular note was taken of the fact that the process has been an orderly and substantial one and that the group now has its Constitution and that the Constitution provides for a professional type of membership and that the group is obtaining its own members. Moved by Dr. Hatch and seconded by Dr. Smallenburg that: In accordance with the authorization provided by the Assembly at the April 17, 1957 meeting of the APGA Assembly, the Executive Council declares the establishment of the Division of Rehabilitation Counseling, pending verification by the Executive Secretary, of a membership of not less than 100 persons in said Division. Motion passed.

According to the Constitution of the Division the Executive Council is to name the first group of officers except the President-Elect. Moved by Dr. Johnson and seconded by Dr. Morehead that: The following be declared by the Executive Council to be the officers of the new Division as soon as verification of the membership has made it possible to declare the establishment of the Division: President- Salvatore G. DiMichael; Secretary - John F. McGowan; Treasurer - James S. Peters; Executive Council - Lloyd H. Lofquist, William N. Urdane, Robert S. Waldrop. Motion passed.

D. Attention was given to certain changes in the budget. These changes affect the Committees and affect the amount of money that is currently in the Committee reserves.

Moved by Dr. Burnett and seconded by Dr. Kelso that: The following changes in the budget be made:

1. \$100.00 be allotted to the organizing Committee for the Division of Rehabilitation Counseling said \$100.00 to be transferred to the Division when it is established as a Division.
2. \$25.00 additional be granted to the Constitution Committee from the Committee Reserves.
3. \$125.00 of the Committee Reserves be earmarked for the Yearbook.
4. \$100.00 of the Committee Reserves be earmarked for the Public Relations Committee.

Motion passed.

E. The allocation of the Divisional pool was reviewed. Moved by Dr. Kamm and seconded by Dr. Hatch that: The following percentage distribution of the Divisional Pool be made, effective October 1: SPATE 10%; NAGSCT 10%; ACPA 17%; ASCA 17%; NVGA 46%; and that subsequent to October 1, assuming the establishment of the Division of Rehabilitation Counseling, the monies from October 1 on be divided according to the percentage formula of: SPATE 10%; NAGSCT 10%; DRC 10%; ACPA 15%; ASCA 15%; NVGA 40%. Motion passed.

In subsequent discussion of this point relating to possible changes in the Constitution to make the cost for membership in each Division, after the first Division, \$2.00 instead of \$1.00, the Council, on the suggestion of Dr. Hatch, reappraised the matter and came to the conclusion that no action was indicated at this time. In other words, the Council favors continuing on the basis of \$1.00 for each additional Division for a member and to make the allocation of the Divisional Pool next year similarly to the way it is being done in this Association year. It was suggested that the Executive Office find a means to keep a record of the multiple memberships of each individual.

F. The award to be presented by the Shattuck School in celebration of its Centennial was discussed and several suggestions were made by members of the Council of persons living who have made distinct contributions to secondary education. These suggestions are to be transmitted to the Shattuck School by the Executive Secretary.

G. The suggestion was made that Committees within Divisions and joint Committees of more than one Division be formed to develop materials on several professional subjects that form a large part of the several hundred inquiries that come to the Headquarters Office each week. Two or three of these had already been presented to the ASCA Board of Governors and it was reported that ASCA was planning to take action on them. These subjects are presented as Appendix E. It should be noted that the suggestion is for the development of professional literature that will, in effect, be official statements of the Association and that such statements will be public services designed to help people who need the particular kind of professional Association assistance that can be given only by APGA.

H. The Council was apprised of the suggestion made by Dr. Kitch that an appropriate certificate or other type of commemoration be awarded to past presidents as a memento of their term of office. The investigation of appropriate types of items was presented. A gavel

with a silver plate bearing an inscription would cost approximately \$10.00. A wall plaque would cost approximately \$45.00. An illuminated scroll or certificate was discussed and the cost of this would be more moderate than either of the other two. The discussion was in terms, however, of the most appropriate type of recognition. Moved by Dr. Hatch and seconded by Dr. Cottle that: An appropriate certificate be developed for the recognition of past presidents. Motion passed.

I. Applications for Branch Charters were presented. Moved by Dr. Johnson and seconded by Dr. Burnett that: The Executive Council approves the charters of the following Branches: Milwaukee Industrial and Educational Counselors Association; Arkansas Personnel and Guidance Association; Illinois Guidance and Personnel Association; South Texas Personnel and Guidance Association. Motion passed. The Executive Council wishes these Branches to be informed that the charters will not be issued until after approval by the Assembly on March 31st, but that they wish the Branches to consider themselves Branches of APGA at this time.

J. The Executive Council was apprised of a different type of dues statement to be put out on a post card and the Council was asked the consensus of its opinion on this. The consensus was that the plan should be tried to see how it will work out.

K. The problem of research and action projects requiring financial support was discussed. Discussions with persons who have had experience in obtaining foundation funds, particularly Dr. John C. Flanagan, were reported by the Executive Secretary. From the information acquired thus far it would appear that in order to get started on foundation support, it will be necessary to have a somewhat different approach. It was suggested that a research planning committee of high caliber persons be appointed to have overall supervision of the planning of research and action programs and the final presentation of them to foundations. As part of this it is very possible that the planning committee would even be able to obtain the names of persons who might be willing to serve on the staffs of such studies in order to be able to report to foundations the high caliber of the persons to work on such matters.

Moved by Dr. Smallenburg and seconded by Dr. Northrup that: The Executive Council wishes to have a research, planning and development committee appointed. Motion passed. By general consensus, the Executive Council expressed its wish that Dr. Fletcher be the Chairman of this Committee.

L. The matter of nominations to the Board of the American Board on Professional Standards in Vocational Counseling was discussed because there will be a necessity of presenting names to the Board for those persons whose terms expire April 30, 1958, and these names have to be presented to the Board well in advance of the annual meeting of the Board. It was the consensus that the Executive Secretary might suggest names to the President for his transmittal to the Board.

M. The Treasurer brought up the point of difficulty of keeping fully aware of financial activities. The possibility was suggested that there be a Treasurer-Elect or a Treasurer for a

two year term, but these possibilities did not seem feasible. Rather it was suggested that the Treasurer and Executive Secretary endeavor to work out procedures whereby the Treasurer can have a better knowledge of the financial activities of the Association. The Executive Secretary reported that he also has been concerned about this and he will review this problem with other Associations in order to find ways in which it has been handled more suitably.

N. Moved by Dr. Roeber and seconded by Dr. Smallenburg that: The bond for the Executive Secretary be increased to \$25,000.00. Motion passed. The Constitution provides that the Executive Council determines the bond for the Executive Secretary. In view of current practices on bonding, the same level of bond holds for all other persons in the Headquarters Office and the Treasurers of APGA and the Divisions, in one blanket fidelity policy.

O. The problem of the President-Elect appointing his Committees was reviewed and it was suggested that a procedural manual on the appointment of Committees and their composition be prepared.

P. It was suggested that the Executive Council in April include in its agenda of new business the formula for next year's distribution of funds.

Q. It was agreed that at the April Council meetings, the last meeting of the new Council on Friday will adjourn at 1:00 p.m.

The meeting adjourned at 12:30 p.m.