

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1958 - 1959 EXECUTIVE COUNCIL

Meeting, April 3, 4, 1958

Minutes of First Session, April 3

Walter F. Johnson, Jr., Presiding

The meeting was called to order in the Sheraton-Jefferson Hotel, St. Louis, Missouri, at 3:30 p.m., by President Johnson. Members in attendance were: Dr. Arbuckle, Dr. Callis, Dr. Cottle, Mr. Dillenbeck, Dr. DiMichael, Dr. Fletcher, Miss Fisk, Dr. Hopwood, Dr. Kelso, Dr. Northrup, Dr. Ohlsen, Dr. Peters, Dr. Roeber, Dr. Wahlquist, Dr. Williams, and Dr. Hitchcock. Dr. Johnson extended his greetings to the new Council and stressed the significance of the year ahead in view of the prominence of guidance and of the Association at this time.

I. REPORTS OF COMMITTEES, BOARDS, AND COMMISSIONS

A. Publications Committee. Hubert Houghton is Chairman of the Publications Committee for 1958-59.

1. The first item was a report from the last Publications Committee and from discussions held in previous Councils relative to a house organ. The Executive Secretary stated several reasons for having a house organ, namely obviating the necessity for so many special mailings of information to the members and the better possibility of keeping members better informed about the work of the Association. It was pointed out that an outside estimate of the cost for twelve issues would be approximately \$5800.00. The Executive Secretary emphasized that this was an outside figure. Suggestions were proposed that a charge be made for such a publication, that house organ material be printed in the Divisional publications, that a newsletter be issued at a time when the special mailing would be necessary to see if it would be possible to issue such material to the members through the medium of a newsletter at less cost than the special mailings.

It was moved by Dr. Fletcher and seconded by Dr. DiMichael that: The Council go on record as favoring the publication of a newsletter and that the Executive Secretary proceed with the publication as rapidly as it can be fitted into the budget.

Before completing action on this motion, Dr. Callis moved and Dr. Hopwood seconded that: The motion be tabled until the Council can consider it in context with other budgetary needs for the coming year. The vote on the motion to table was a tie vote and the motion was lost.

By a vote of seven to six the first motion regarding the newsletter was passed.

The President noted that the newsletter should be considered further at the October Council meeting.

2. There was discussion on the publication of the Membership Directory that is due in 1958. It was proposed that the members be charged for the Directory as is the practice with some other Associations. It was also suggested that each new member be issued a copy gratis. It was suggested that the price of the Directory be made higher for non-members than for members.

The possibility of listing the membership by Divisions was discussed. The expense of this is very heavy because it adds an appreciable number of pages to the Directory. The plan for the Directory would be an alphabetical listing of all members followed by a geographical listing and the Division affiliation would be included for each member in the geographical listing. It was moved by Dr. Ohlsen and seconded by Dr. Hopwood that: The Membership Directory should be self-supporting. Motion passed. (This motion implies a charge to the members for the Directory and a gratis copy to each new member.)

It was suggested by Mr. Dillenbeck that the labeling of the Directory as "the directory of a specified year" be changed and that the dating simply be in relatively small print to show the date of issue but to avoid referring to the Directory as the Directory of a certain year.

The problem of the listing of inactive members was raised. It was pointed out that in the last directory only those who are active members had been listed. It was moved by Dr. Ohlsen and seconded by Dr. Kelso that: Members who are inactive at the time of publication as "inactive" is defined in the Constitution, should not appear in the Directory. Motion passed.

3. Dr. Johnson reported that the Publications Committee of 1957-58 had stated that there had been referred to the Committee the matter of advertising in Divisional publications. The feeling was expressed by several that this should be a Divisional matter. Dr. Johnson stated that publications policy necessitated an understanding on this matter and that therefore the Publications Committee should make a report later to the Executive Council on this point in order to assure that there is complete understanding on it.

4. Dr. Johnson reported that the 1957-58 Publications Committee had reported its concern for the publication of a Career booklet on careers in personnel and guidance work but that no action was recommended. Several members of the Council expressed the feeling that there were more urgent matters at this time.

The first Session suspended at 5:05 p.m., and reconvened at 7:30 p.m.

B. Editorial Board. Nominations for vacancies occurring in the Editorial Board of the Personnel and Guidance Journal were taken up. The terms of office of the following persons expire on April 30, 1958: Dr. Willis E. Dugan, Dr. Edward Landy, and Dr. Willa Norris. The Editor presented the following nominations for consideration by the Council, all of which had been considered and approved by the entire Editorial Board: Dr. Edward Landy, Dr. Ralph F. Berdie, Dr. Harold G. Seashore, Dr. Arthur H. Brayfield, and Dr. Henry H. Weitz.

Moved by Dr. Roeber and seconded by Dr. Ohlsen that: Dr. Edward Landy be appointed to the Editorial Board for a full term. Motion passed. (The term of Dr. Landy that expires April 30, 1958, was an incomplete term.)

Moved by Dr. Arbuckle and seconded by Dr. Roeber that: Dr. Ralph F. Berdie be appointed to the Editorial Board for a full term. Motion passed.

Moved by Mr. Dillenbeck and seconded by Dr. Hopwood that: Dr. Harold G. Seashore be appointed to the Editorial Board for a full term. Motion passed.

C. Membership Committee. Dr. Johnson stated that the Membership Committee had met several times during the Convention and had evolved certain recommendations.

1. The Membership Committee recommends that assistance be given to the Division of Rehabilitation Counseling by granting a sum of money to assist in their membership drive.

2. The Committee recommends a special meeting at the time of the Executive Council meeting. The Committee suggested that the Divisional Membership Chairmen be supported on their expenses by the Divisions.

3. The Committee recommends a simplified membership form. In connection with the printing of a new supply of application forms, Dr. Callis stated that ACPA will have a new set of regulations on membership effected through Constitutional revisions and this will be accomplished approximately by Christmas 1958. Moved by Dr. Arbuckle and seconded by Mr. Dillenbeck that: \$100.00 be allotted from the monies of the APGA Membership Committee for membership activities in the Division of Rehabilitation Counseling. Motion passed.

There was some discussion relative to the most advisable place for the Committee to meet, particularly whether it would be better to meet in Cleveland at the time of the Executive Council meetings or in Washington. It was stated that the APGA Membership Chairman, Mr. Hummel, will visit the Washington office. Mr. Dillenbeck stated that ASCA planned to have the ASCA Membership Chairman present at the Cleveland meetings of the ASCA Division. A motion for the membership committee to meet in Cleveland was made and withdrawn and it was then moved by Dr. Arbuckle and seconded by Dr. Peters that: The Membership Committee be encouraged to meet in Washington. Motion passed. There was a discussion on the nature of the short application form. It was pointed out that the plan of this was that it would make an easy way for a person to send in his initial membership dues and then that he would be enrolled as a Provisional Member and would receive the longer application form that would enable him to apply for a Division. The consensus of the particular discussion focused in the short form on whether or not a person should be encouraged to indicate a Division. It was moved by Dr. Callis and seconded by Dr. Peters that: The Council approves the sense of the short form and authorizes the Committee to refine it further and the form should be accompanied by a clear statement of qualifications so that the applicant can know if he is eligible for a particular

Division. Motion passed. (It was the intent of the Council that the short form should be an application for Provisional Membership.)

It was stated that there must be a statement on the short form to the effect that the applicant sending in the blank understands that this is an application for provisional membership and that he must be accepted by a Division within one year.

D. Research Awards Committee. Dr. Johnson reported on several suggestions that had been made by the new Chairman of the Committee for 1958-59, Dr. Clay d'A Gerken. The first suggestion was that the awards be made from two groups: the first, those items of research reported in journals that could be generally classified as ones that would be in the immediate purview of members of the Association; the second group, those items reported in journals that are related to personnel and guidance work but that are not immediately in the material likely to be read by most members of the Association. There was considerable discussion on these points with arguments presented on both sides of the issue. A motion was made that the awards be left open for any research in or pertaining to personnel and guidance work but the motion was withdrawn.

Dr. Johnson stated that he would advise the Committee, in view of the Council discussion, to continue to operate under the provisions outlined in the September 1954 issue of the Personnel and Guidance Journal until the Committee itself has further specific recommendations to make to the Council. There was some expression that the matter of awards is strictly a matter for the Committee.

E. Archives Committee and Archivist. It was reported by the Executive Secretary that the archives work still has not been completed and the fact was reviewed that in the April 1957 Council meeting a motion had been passed to appoint an Archivist upon the completion of the current phase of the work by the Archives Committee. The Archivist was to be appointed for a period of three years and it is therefore assumed that there is remaining now a period of two years in what should properly be considered the term of the first Archivist. It was moved by Dr. Fletcher and seconded by Dr. Ohlsen that: Dr. Arthur J. Jones be appointed as Archivist to serve out the remainder of the current term, namely until April 30, 1960. Motion passed.

F. Placement Committee. It had been reported at the Council meeting on March 30, that the Placement Committee had recommended the appointment of a full-time placement person in the Headquarters Office. This had not been viewed favorably by the Council. The Chairman of the Committee therefore explained to Dr. Johnson that the intent of the Committee had not been to have an open file type of continual placement activity but had simply been intended to express the concern of the Committee that the production of the Placement Service Bulletin is requiring considerably more help than is being provided at present in the Headquarters Office.

G. Nominations and Elections Committee. It was reported that a new Nominations and Elections manual had been approved at the October 1957 Council meetings and that the outline

of it was included as part of the minutes of that meeting. It was stated that the schedule worked out was with the understanding that it is sufficiently flexible to permit movement of the final date for determining persons elected to accommodate the different times at which the National Convention occurs.

H. Credentials Committee. Dr. Johnson announced that Dr. William L. Howard is Chairman of the Committee for 1958-59 and that he has in mind issuing simply the necessary information to the delegates. Dr. Johnson stated that there will be several communications going to the members of the Assembly, probably three during the year, perhaps in September, November and January or February.

First session adjourned at 10:30 p.m.

#### Minutes of Second Session, April 4

Walter F. Johnson, Jr., Presiding

The meeting was called to order at 8:00 a.m. by President Johnson. Members in attendance were: Dr. Arbuckle, Dr. Callis, Dr. Cottle, Mr. Dillenbeck, Miss Fisk, Dr. Fletcher, Dr. Hopwood, Dr. Kelso, Dr. Northrup, Dr. Peters, Dr. Roeber, Dr. Ohlsen, Dr. Wahlquist, Dr. Williams, and Dr. Hitchcock.

I. Committee on Preparation of Ethical Standards. Mr. Dillenbeck reported that Dr. Green, Chairman of the Committee, had asked each Division to publish the statement regarding ethical standards in the Divisional publications and to obtain reactions from that. It was pointed out by Mr. Dillenbeck and others that this would not work satisfactorily because of the time element involved and therefore it had been decided not to do this.

It was reported that the Committee is continuing its work, that it had had an open meeting at the Convention and that there was a good prospect that it would be able to bring forth a more complete statement in the near future.

J. Committee on Training, Licensing and Certification. Dr. Johnson stated that the report issued by the Committee as part of the Committee reports was the final product as the Committee saw it and that this Committee was being dismissed with appreciation. Dr. Johnson reported that there was some concern about publishing the report in the Personnel and Guidance Journal and the Executive Secretary reported that discussions with the Editor indicated that he would be glad to publish it in September but that he had not wanted to publish it earlier because it had been in too tentative a status for publication in the Journal. It was suggested that the Editor be encouraged to print the report as a report of the Committee but without indication that it was a policy statement of the Association.

Several Divisions reported their concern with training. The Divisions currently active in this phase are ACPA, ASCA, NAGSCT, and NVGA. The President of DRC indicated their possible involvement in this. In view of the fact that the several Divisions are actively engaged in developing statements on training, it was felt that there should be at least a coordinating person appointed by the President for APGA. President Johnson noted also that when this matter had been brought up in the orientation session with the 1959 Assembly that there had been some expression of opinion that this Committee definitely should be retained. The sense of the Council therefore was that the President should appoint at least one person as Chairman of this Committee who would serve as a coordinating point for the various developments of the several Divisions.

K. Constitution Committee. It was suggested that a provision be made in the Constitution for selecting a treasurer-elect in order that more continuity could be achieved in the position of the Treasurer.

It was suggested also that, in view of the expenses involved in amending the Constitution, efforts be made to have amendments made in 1959 that would make the Constitution effective for two succeeding years and that the Council endeavor to develop the practice of amending the Constitution less frequently than annually.

L. Building Commission and GAP Program. The discussion on the Building Commission centered around immediate financial matters. It was stated that an item of \$900.00 was being recommended for the budget to furnish \$100.00 per month additional for rent effective August 1st when it will be necessary to move, and \$1000.00 for moving expenses.

The Executive Secretary reported that NEA might be willing to rent space to APGA and in view of this situation it was felt that the Building Commission should have some guidance from the Executive Council on the matter. It was the consensus of the Council that the Building Commission should follow the principle that a rental should not be taken in any quarters that would give implications of association with another organization.

The GAP Program is now running an expense for the current year of approximately \$2000.00. Expenses for this program will continue but with the accretion of funds drawing interest and a probably reduction in expenses as the goal of funds is nearer, it should be possible to finance the expenses of the GAP Program from interest. This will necessitate carrying expenses on the books from one year to another until they are, in effect, cancelled out by the accumulation of interest paid back to APGA from the accumulated GAP funds. It was moved by Dr. Fletcher and seconded by Dr. Kelso that: The expenses of the GAP Program should be paid from campaign money and earnings and that if it becomes necessary, money for the campaign can be taken from the principal. Motion passed. (The Executive Secretary reported that interest is still being accumulated in the building fund deposits without being returned to APGA but that the institutions holding the deposits will now be informed that they are to pay the interest to APGA.)

Attention was given to a request from Dr. Dunsmoor, Director of the GAP Program, that the Council authorize payments for Life Subscriptions in differing amounts from those already accepted. The specific proposals are:

- 2020-21  
2021-22  
2022-23
- \$20.00 down, \$5.00 per month.
  - \$20.00 down, \$15.00 payable quarterly for three years.
  - \$10.00 per month for twenty months.
  - \$10.00 per month on modified play omitting the summer months.
  - \$20.00 down, \$10.00 every other month.

The consensus of the Council was that payments should not be so small that the book-keeping on them will be disproportionate to the size of the payments. It was moved by Dr. Callis and seconded by Dr. Williams that: Alternate plans for payment on Life Subscriptions may be worked out by the Director of the GAP Program but no payment less than \$10.00 should be accepted, and the total payments may not extend over the three-year period. Motion passed.

M. The International Relations Committee needed action by the Council on several points: Foreign graduate students in institutions of the United States have been charged the regular graduate student registration fee as a matter of fairness to national students of the United States. The Committee, however, requests that foreign graduate students in institutions within the United States be granted an exemption of the fee. A very small amount of money is involved and the public relations aspect would be considerably enhanced by this move.

It was moved by Dr. Arbuckle and seconded by Dr. Wahlquist that: Foreign students be exempted from payment of the registration fee for the Convention. Motion passed.

The International Relations Committee, in discussion with Mrs. Coliver, the representative at the St. Louis Convention from the Asia Foundation, had been encouraged to submit a proposal to the Asia Foundation for a sum up to approximately \$1000.00 to bring to the 1959 Convention approximately five persons from the Asiatic area who are within the United States at the time of the 1959 Convention. It was moved by Dr. Ohlsen and seconded by Dr. Arbuckle that: The Council approves this proposal. Motion passed. (It was necessary to clear this proposal through the Council specifically because the grant would be made to APGA.)

N. American Board on Professional Standards in Vocational Counseling. The Executive Secretary presented the financial problems of the American Board on Professional Standards in Vocational Counseling. It was proposed that in order to straighten out their financial situation a subsidy be made to permit the Board to print its own directory and that APGA would then charge the 25% handling fee on the sale of the Directory. It was suggested in connection with the financing of the Board that the fee for evaluations might very appropriately be raised and it was thought that the price of the Directory might be raised from its present level of one dollar. The feeling was expressed that it is necessary for the Board to identify itself more directly with APGA.

It was moved by Dr. Ohlsen and seconded by Mr. Dillenbeck that: The President and Executive Secretary discuss with the Board the possibility of raising the fees for evaluations. Motion passed. It was moved by Dr. Roeber and seconded by Mr. Dillenbeck that: APGA subsidize the American Board to the extent of \$1000.00 to publish the next Directory of Agencies. Motion passed.

## II. OLD BUSINESS

A. Travel Policy. The attention of the Council was brought to the fact that the travel policy was due for revision at this Council meeting and that action should be taken since it would affect the October Council meeting. It was recommended by the Executive Secretary that the restriction on mode of travel be eliminated and that an increase of \$1.00 for the maximum amount paid for room per night be made. It was moved by Dr. Arbuckle and seconded by Dr. Wahlquist that: Transportation be provided at the most reasonable and economical means and that the allocation for lodging be increased to \$9.00 per day and that the allocation for meals remain at \$6.00 per day. Motion passed.

B. Minority Group Problems. Dr. Fletcher brought up the point of the advisability of appointing a committee on minority problems. Dr. Fletcher stated that the matter of minority group persons was a continuing concern of the Association and that the Association had evidenced in the past considerable concern with it through its participation with the President's Committee on Government Contracts.

Dean Hopwood stated that the National Association of Women Deans and Counselors had taken a stand on integration on all campuses as they relate to students. It was suggested by Dr. Fletcher that the concern of APGA should be the guidance of minority youth for the sake of their development.

It was the consensus of the Council that the President might develop such an ad hoc committee if he deemed it advisable.

C. Nancy Wimmer Award. The Council was apprised of the fact that Science Research Associates is proposing to APGA that APGA administer a Nancy Wimmer Award to be made each year. SRA wished to divorce its name from such an award to assure the feeling of objectivity in it. The representative of SRA suggested that such an award might be as much as \$500.00 or more, said money to be furnished by SRA, and that it might be made for outstanding contributions in the practice of guidance services. It was moved by Dr. Fletcher and seconded by Dr. Arbuckle that: The Executive Council considers this specific proposal favorably and separately and that the policy on accepting such funds should be discussed at the October meeting. Motion passed.

## III. NEW BUSINESS

A. Project with Kiwanis International. Dr. Johnson reported on discussions with Dr. Clum Bucher who is chairman of the Kiwanis International Committee on Vocational Guidance. Dr. Bucher had indicated the interest of Kiwanis in developing better programs for their committee work at the district and local levels. Dr. Johnson had arranged for discussions on this point between Dr. Roeber, Mr. Dillenbeck and Dr. Bucher in view of the interest of NVGA and ASCA in this activity. A further discussion had been held with the Executive Secretary relative to the overall interest of securing the help of Kiwanis in introducing various of the publications into the high schools through presentations by the districts and local committees.



The following suggestions were made for developing district and local level contact between the personnel and guidance professional people and the Kiwanis vocational guidance committees:

1. One person might be appointed within a state as a coordinator with representatives from each Division.
2. Several contact persons in the personnel and guidance profession might be appointed and they could select their own chairman within a state.
3. The Division presidents might each name a representative within each region.
4. The professional contact might be turned over to the Branch Presidents.
5. The President of APGA and the president of Kiwanis International might discuss the problem and endeavor to determine what would be the most workable arrangement.

Moved by Dr. Williams and seconded by Dr. Ohlsen that: The Executive Council feels that the vocational guidance project with Kiwanis International is worthwhile and that arrangements to work through the project should be made by the President of NVGA with the Chairman of the Kiwanis International Committee on Vocational Guidance. Motion passed. (The intent of the Council was to express the principle that NVGA is acting as the agent of APGA on this.)

B. Conventions. Dr. Callis brought up the matter of the allotment of the \$150.00 to each Division for its Convention expenses. It appeared that in view of the fact that the Convention management changes each year, there had not been clear cut information provided to each Division that it could draw against the Convention. This seemed to be more a matter of effecting suitable administrative arrangements to enable the Divisions to have a similar pattern each year and one that would work for withdrawing the money that they need. It was moved by Dr. Callis and seconded by Dr. Kelso that: Each Division is authorized to bill APGA up to \$150.00 for Convention program expenses. Motion passed. (This arrangement will make it possible for each Division to bill the Headquarters Office directly each year and the Headquarters Office in turn will add this to its bill to the Convention proper. This is a paper transaction and therefore is not reflected in the budget.)

Since the 1960 Convention will be held in Philadelphia there was discussion of the advisability of holding another Convention or part of the National Convention in the Northwest. It was felt, in discussion, that it would not be advisable to split the National Convention as such and that if there were two conventions it would be necessary to carry out the business of the Association at the one National Convention and that if there were a Northwest Convention in 1960 it should be worked through the organizations in that area and not give any implication that it is a National Convention. It was the consensus of the Council that instead of taking this action for 1960, as a long term policy there should be encouragement by APGA and actual sponsorship of regional conventions to be held in the fall of the year, at least far enough apart from the National Convention in the Spring so as not to interfere with the National Convention.

The arrangements for the St. Louis Convention whereby the National Association of Women Deans and Counselors met just preceding the APGA Convention were noted. It was reported by the Executive Secretary that similar arrangements have already been completed for 1959 and 1960 and that NAWDC has been kept informed of the Convention plans through 1963, which were completed several years ago. It was the consensus of the Council that the arrangements in St. Louis appeared to be very satisfactory and that APGA wishes to continue to cooperate with NAWDC and that the Executive Secretary should work with the NAWDC relative to future Convention plans beyond 1963.

C. Relationships of Treasurer to Headquarters Office. The Executive Secretary reviewed his report to the Council regarding the relationships of the Treasurer to the Headquarters Office and the fact that a survey of other Associations indicated little progress in this direction but that the recommendations had been worked out in the office to achieve this end. These recommendations together form a package and are repeated here:

1. The Treasurer not sign checks. This is unnecessary and the signature on a check contributes nothing to the Treasurer's knowledge of what is occurring.
2. The Headquarters Office will furnish the Treasurer with a detailed report each month by sub-items that will show the income and expenditures to date and the budgeted amounts for income and expenditures.
3. Twice a year - at the end of six months, namely November 1st, and at the end of nine months, February 1st - the Headquarters Office will furnish the Treasurer with a detailed report showing expenditures and income to date and the anticipated figures to the end of the fiscal year.
4. The Treasurer visit the Headquarters Office in the winter about January or February at which time it is possible to see that the end of the fiscal year is in sight, in order to review in detail the entire fiscal situation.
5. It was also suggested that the Treasurer visit the Headquarters Office immediately preceding or immediately following the beginning of the Treasurer's term of office to assure acquaintance with the various activities involving finances. This recommendation however was felt to be less important than the preceding one for a visit in the winter and is put in second order in the event finances do not permit a second visit.

After discussion on these points it was moved by Dr. Wahlquist and seconded by Dr. Arbuckle that: Effective May 1st the Treasurer will not sign checks for the disbursement of funds and the Executive Director and Administrative Secretary are authorized to sign checks, and this motion may be reworded to fit the policy of the bank as long as the sense of the motion is retained. Motion passed.

D. Personnel and Guidance Journal Prices. There was discussion on the price of the Journal. The Executive Secretary pointed out that there had been no increase in the price of the Journal since December 1952 and that since that time there had been increases in the absolute printing rate totaling 22 1/2% and that in addition there had been increases in the price of paper from time to time so that it is estimated that the price of producing the Journal is approximately one-third higher than it was in December 1952.

The following discussion on the problem of the Journal price and the fact that increases have occurred in the number of subscriptions and that further work is being undertaken in this direction, it was moved by Dr. Northrup and seconded by Dr. Arbuckle that: The subscription price of the Journal be raised to \$10.00.

It was moved by Dr. Kelso and seconded by Dr. Peters that: The motion be tabled until the October meeting. Motion passed.

It is necessary to have more data and to make a more complete study of the advisability of an increase, of the amount of such an increase, and of the appropriate time to effect such an increase. To work through these problems, Dr. Johnson appointed Drs. Cottle and Northrup to work with the Executive Secretary in preparing recommendations for the October Council meeting.

E. Budget. The treasurer felt that she could not present a firm budget at this time until she had had an opportunity to study more fully the operations of the past. It was felt that it would be most advisable to have a firm budget ready for the October Council meeting. It was moved by Dr. Ohlsen and seconded by Dr. Wahlquist that: We instruct the President and Treasurer to work out a proposal for budget development and procedures for cost accounting and that this report be made at the October Council meeting at the time the Council acts upon the regular budget. Motion passed.

The Executive Secretary stated that he wished to recommend changes in the itemizing of the budget to provide a better view of actual fiscal activity.

Dr. Hopwood suggested that an expert is needed to look over the situation to study ways in which savings could be effected. Dr. Johnson reaffirmed his statement of March 30th that there might be a possibility of obtaining the services of a management expert from Michigan State University at a cost only of expenses.

It was suggested by Dr. Hopwood that the Council authorize expenditures on those items that are necessary to maintain activity until October.

In connection with the Professional activities effected in the budget it was suggested that every measure possible be taken to work through to a balanced budget and effect savings so that it would then be possible to go to the membership and show what the Association could be doing in the professional realm with additional dues. Relative to an increase in dues it was pointed out that there should be a continuing positive approach to the membership. Dr. Johnson reported that there had been general favor in the Assembly of 1958 relative to possible increases in dues and others reported similar reactions in other areas.

Dr. Fletcher suggested a voluntary contribution to be solicited from the entire membership at this time with the prospect of obtaining sufficient funds to carry through a suitable level of activity during the coming year with a balanced budget. The caution was made that this must be carefully interpreted so that it will not interfere with the building campaign in any way. It was moved by Dr. Northrup and seconded by Dr. Arbuckle that: The President be instructed to write a letter asking for a voluntary contribution of \$5.00 to help with the legislative work and other national endeavors of the Association and that it be mailed to the membership as determined by the Executive Secretary. Motion passed.

Moved by Dr. Ohlsen and seconded by Mr. Dillenbeck that: The Executive Council authorize the Executive Secretary to make a mailing for a special \$5.00 contribution and to charge the cost to the returns. Motion passed.

It was stated by Dr. Callis that the mailing must be made to the membership not later than May 10th.

Relative to the current budget, it was moved by Dr. Fletcher and seconded by Dr. Arbuckle that: The salaries of George Changaris and Harold White be increased as proposed in the budget. Motion passed.

It was moved by Dr. Hopwood and seconded by Dr. Arbuckle that: The Council approves regular increments for those members of the staff who are included in the proposed budget and that the operating expenses for office operations, membership operations, building and equipment be approved until October subject to revision in the October Council meeting. Motion passed.

It was moved by Dr. Hopwood and seconded by Dr. Roeber that: The items covering Journal and the Membership Directory expenses be approved pending revision in the October Council meeting. Motion passed.

Allotments for Committees were discussed. There must be some money provided for them so that they will have some idea of whether or not they can operate along the lines that they had recommended. It was stated by Dr. Hopwood that there should be provided by each Committee for the October Council meeting a statement outlining the proposed budget for each Committee. It was moved by Dr. Williams and seconded by Dr. Arbuckle that: A contingency fund for Committees be authorized up to \$750.00 and this be subject to revision in October. Motion passed.

(The items approved are attached as Appendix G.)

F. Council Meetings. Dr. Johnson announced that the Fall Council meeting would be on Sunday and Monday, October 19th and 20th, and it was agreed that the closing time of the meeting on Monday would be 1:00 p.m. Members of the Council were reminded that attendance at the Council meetings means attendance throughout the period from the beginning hour on Sunday to the closing hour on Monday at 1:00 p.m. and that transportation plans for leaving should be made in accordance with this policy.

It was suggested by Dr. Callis that a mimeographed copy of the agenda be provided for members at least one week in advance along with other materials that would assist in the consideration given by members of the Council to the items in advance of the Council meetings. It was moved by Dr. Callis and seconded by Dr. Wahlquist that: For the APGA Council meetings, to the extent possible, there should be a prepared agenda with all relevant facts that can be made available in the hands of the Council members, desirably a week ahead of the meeting, and this should include not only items on the agenda from the President and Executive Secretary, but each Division should have an opportunity to submit items for the agenda. Motion passed.

Dr. Roeber suggested that new members of the Executive Council sit in on the meetings of the Old Executive Council at the Convention.

G. Committees. Dr. Callis brought up the matter of continuity of Committees and stated that recommendations should be heard from Chairmen with a year's experience on Committees rather than from new Committee members. Dr. Arbuckle stated that he is planning to set up his Committees with Chairmen-Elect from the present Committee groups who then become Chairmen during his term of office as President.

The session adjourned at 12:20 p.m.