

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

MINUTES

Executive Council  
May 24-26, 1967  
Presiding: E. G. Williamson

I. CALL TO ORDER

The first session was called to order by President Williamson at 2:20 p.m., May 24, 1967, at the Gramercy Inn in Washington, D. C. Members in attendance were:

Martin Acker	S. Norman Feingold	Ralph H. Johnson
Henry Borow	Leo Goldman	Eugene D. Koplitz
Willis E. Dugan	Elizabeth A. Greenleaf	Gilbert D. Moore
Walter N. Durost	Melvane D. Hardee	Paul F. Munger
Raymond A. Ehrle	Kenneth B. Hoyt	Eldon E. Ruff
W. Price Ewens	Henry L. Isaksen	E. G. Williamson
Gail F. Farwell	Marceline E. Jaques	E. Wayne Wright

Donald P. Hoyt and Richard R. Wootton were also present as observers.

II. MINUTES OF THE LAST MEETINGS

Attention was called to the minutes from the Executive Council meeting of March 16-17, 1967, the APGA Senate meetings of March 20-22, 1967, the meeting of the new Executive Council on March 23, 1967, and the Executive Committee meeting of May 18, 1967.

It was moved and seconded that: The minutes of these meetings be approved.  
Motion passed.

Minutes from the Executive Council meeting of March 23, 1967 were not available at the time of this meeting. (These have since been prepared and are attached as Appendix A.)

III. AGENDA ITEMS

A. Finance Committee Report

Mr. Hunter reported on the meeting of the Finance Committee held on May 19, 1967. The Committee had reviewed and accepted the Convention financial statement and the regular financial statement. There is a surplus in both. The Committee was concerned with the large expense in the area of placement and recommended that attempts be made to cut down the expense in this area. Also approved was a policy on the financing of publications whereby only the cost of publications actually used will be charged off during a fiscal year.

The Finance Committee had expressed concern about the increase in funds to Committees proposed in the 1967-68 Budget. The Committee was also concerned about a lack of policy for subsidies to Divisions. It was pointed out that there were two Divisions which received subsidies last year and which ended the year with a surplus. The Finance Committee also recommended adoption of the proposed budget for 1967-68.

1. Proposal from American Friends of the Middle East

The American Friends of the Middle East, the tenants at 1607 New Hampshire Avenue, N. W., have a lease which expires in September 1968. At this time, they do not feel they need the amount of space they now have and they have now presented a formal request to APGA to be released from the present lease. In the request, two alternatives were proposed: (a) that the American Friends of the Middle East be allowed to cancel the lease as of September 1967 with the payment of a \$5,000 penalty, or (b) that they take a two-year lease on 1605 New Hampshire Avenue, N. W. and APGA would move into the property at 1607.

In the discussion on this proposal, it was agreed that before making a decision, APGA should attempt to sell the property. If it is determined that this is not possible in the near future, some decision will need to be made on the request from these tenants.

2. Progress on Sale of Property

Dr. Dugan and Mr. Hunter reported on discussions with realtors since the last Executive Council meeting concerning the sale of the APGA property. From these discussions, it has been determined that it is unlikely the property can be sold readily for the amount authorized by the Senate at its meeting in Dallas. Realtors have estimated that the property could probably be sold for around \$400,000 but it is not likely a buyer could be found at the \$750,000 price authorized by the Senate.

In view of the above, the Finance Committee had discussed the sale of the property at its May 19 meeting. As a result of that discussion, the Finance Committee recommended to the Executive Council that the property be listed for a period up to ninety days with a realtor for sale at our asking price. This would enable us to get a better picture of the possible market for selling it and if it then appears unlikely that a buyer will be found, it will be necessary for some decision to be made on what the future course of action should be.

After some further discussion, it was moved and seconded that: The Executive Council approves the recommendation of the Finance Committee to list the property for sale at the asking price for ninety days, subject to review by the Finance Committee with recommendation to the Council if the property is not sold. Motion passed.

B. Treasurer's Report

Dr. Ralph Johnson, APGA Treasurer, presented the report. He first commented on several significant aspects of the Financial Statement for fiscal 1966-67. The fiscal year ended with a surplus of approximately \$31,000. This involved savings in many areas and in addition, there were some additional receipts particularly in the areas of advertising, new publications, and sales of mailing lists. There was income of \$15,000 from the Convention. In addition, \$42,775.56 was deposited in the APGA reserve fund from membership dues.

Dr. Johnson commented that although we have had a favorable year, it is important that efforts be made to work toward a more favorable cash balance at the end of April to carry through the summer months when income is lowest. Dr. Johnson concluded his report by commending the headquarters staff for operating on a tight budget and for keeping good fiscal control during the past year.

1. Presentation of the 1967-68 Budget

Dr. Johnson next presented the proposed budget for 1967-68, and commented on several items contained therein. He pointed out that this budget includes the concept of responsible accounting in that each area of responsibility within the headquarters office had been involved in the budget preparation and will be held responsible for the administration of that portion of the budget, thus making it possible to have a more complete accounting of expenses and income and providing better fiscal control.

Dr. Johnson also pointed out that this budget provides for the allocation of \$1.00 for each person's dues to go into the reserve. He advised that the major increase in income in the proposed budget will be from membership dues. This proposed budget is balanced but with a very slight projected surplus; however the margin is small and it would be desirable if there were a larger surplus to provide for contingencies.

Dr. Johnson concluded his presentation by pointing out that the major increase in expenditures is in the areas of professional services and in the budget for Standing Committees.

2. Analysis of Dropped Members

In presenting the proposed budget, it was indicated that although there were 5,106 new members last year, about 2,700 people had dropped their membership. It was felt that this problem of dropped members is a very serious one and that attention should be given to it. It was pointed out that through improved machine records, it is possible to determine how many members have dropped and also that it would be possible to make an analysis of these members by use of the machine record cards.

It was moved and seconded that: A membership analysis be made from the records we now have and that the results of this analysis be referred to the Membership Committee for possible recommendation to the Council. Motion passed.

### 3. Orientation of Treasurers

There was some discussion of the difficulty Division Treasurers have in becoming familiar with financial operations. There was some feeling that it might be well for Treasurers to serve for periods of longer than one year. Dr. Dugan commented that we hope to schedule a workshop for Division Treasurers at the time of the 1968 Convention, and that Mr. Hunter has proposed a continuing plan of orientation for Divisional Treasurers.

Although no formal action was taken on this matter, it was the consensus that it would be well to work out some method for regular orientation of incoming Treasurers.

### C. Committee on Branches

Mr. Frank Morin, Chairman of the Committee on Branches, presented the report. He indicated that the Committee sees itself as a sounding board and communication channel to help improve communication between Branches, Divisions, and Chapters and the Executive Council. He further indicated that they hope to stimulate more interest but have no desire to be a policy making body. Mr. Morin also indicated that the Branches feel they are ready to accept a greater commitment and that they see their role as the same in a sense as the Divisions--to help the member. He stated that there is still difficulty in the relationships of Branches, Divisions and Chapters and that one of the goals of the Committee is to determine the troubled areas and clear them up.

Mr. Morin next reported on the Branch Workshop that was held just prior to the 1967 Convention. He reported that the Branches felt this to be very valuable and that plans are being formulated to hold a similar workshop at the 1968 Convention. It is hoped too that there can be a legislative workshop held in connection with this 1968 Branch workshop.

Mr. Morin concluded his report by emphasizing the importance of working out the relationships between Branches and Divisions particularly if the new By-Laws are approved by the membership. He then presented the budget request for the Committee. Action on the budget request will be taken at a later time in the Council meeting.

### D. Nominations and Elections

As authorized by the Council in March 1967, the new schedule for nominations and elections is being followed. We expect to mail the nominations ballots in early June with a return deadline of July 31, 1967. The election ballots will then be mailed in mid-November and biographical material on candidates will be included in the Guidepost mailed November 1. Both the nominations ballot and the election ballot will be mailed by first-class mail. Since the proposed By-Laws will not have been voted on at the time the nominations ballots are mailed, these will call for nominations for Divisional Senate delegates. Then, if the By-Laws are adopted by the membership, the election ballot will be modified accordingly. No Council action was required on the nominations and elections at this time.

E. Junior College Division

A question had been raised by a member as to the possible interest in the formation of a junior college division. It was pointed out that there is a junior college commission within ACPA and that ACPA is attempting to involve junior college people in various ways. No Council action was needed on this matter.

F. Internal Revenue Service Policy on Advertising

The Council was given a report on new regulations that have been proposed by the Internal Revenue Service to tax advertising revenues as unrelated business income. It was reported that no action is required at this point but that APGA will file a statement through its legal counsel on this at the appropriate time.

G. Affiliated Membership

Attention was called to a proposal received from a member for the establishment of an affiliated membership category. This would involve a type of membership for persons in foreign countries at a lower membership fee. The proposal was based on the feeling that such persons often find it difficult to pay the amount of dues charged for membership and the establishment of a foreign affiliated membership would encourage membership growth overseas. It was suggested that this matter be referred to either the Membership Committee or to the International Relations Review Committee.

It was moved and seconded that: The matter of affiliated membership be referred to the International Relations Review Committee. Motion passed.

The first session of the Executive Council was adjourned at 5:40 p.m.

The second session was called to order by President Williamson at 9:10 a.m., May 25, 1967, at the Gramercy Inn, Washington, D. C. As on May 24, all members of the Council were in attendance.

H. Site of 1969 Convention

Council members were reminded of the earlier decision to hold the 1969 Convention in Honolulu. Since that Council action, developments have indicated that this matter be reconsidered. At the Council meeting on March 23, 1967, it had been recommended that a small committee of the Council be formed to study this matter further and to report to the Council at this present meeting. That Subcommittee recommended that at least three possible Convention sites be analyzed. To open the discussion, the Convention Consultant was called upon to present the results of this analysis.

Mr. Driscoll began his report by pointing out the comparative costs to the members in attending a Convention in Denver, Las Vegas, or Honolulu. He indicated that the Subcommittee of the Council had also recommended that Atlantic City be included in the analysis but that the dates for the Convention are not available there in 1969. Mr. Driscoll further pointed out that if it is decided to hold the 1969 Convention in Denver, there will be housing difficulties since it will be impossible to house everyone in the downtown area. Also, it is not anticipated that the Convention Hall in Denver will be completed before early 1969 and there would be a danger that it would not be ready in time for the Convention.

It was pointed out that both Las Vegas and Honolulu could easily handle the Convention both for meeting space and for housing. Following Mr. Driscoll's report, there was considerable discussion of this entire matter. Some of the points raised included the question of exhibitors' attendance in Honolulu, local staffing for the Convention, implementation of the Senate operation, and some of the possible travel problems.

Following the discussion, it was moved and seconded that: The Council reconsider the question of holding the 1969 Convention in Honolulu. Motion passed.

It was then moved and seconded that: In view of the facts now presented, the Council revokes its earlier action to hold the 1969 Convention in Honolulu and that instead, the 1969 Convention be held in Las Vegas. Motion passed.

It was agreed that letters will be sent to the necessary parties in Honolulu regarding this change, and that an explanation to the membership will be carried in the Guidepost.

#### 1. Future Conventions

In the discussion on future Conventions in general, the feeling was expressed that it would be well for the Subcommittee of the Council to develop some criteria to use in determining sites of future Conventions.

#### I. November 1967 Executive Council Meeting

It was moved and seconded that: The November Executive Council meeting be held in New Orleans and that the dates for that meeting be November 29 and 30 and December 1, 1967. Motion passed.

#### J. Professional Preparation and Standards Committee--Status of Accreditation

The Professional Preparation and Standards Committee plans to meet during the summer (July 2-3 in Chicago) to determine what recommendations can be made to the Executive Council concerning implementation of accreditation on programs of preparation for school counselors. The second matter the Committee will need to consider is to explore through an inter-association study committee the future steps for the development of guidelines for accreditation in other areas of student personnel and counselor preparation.

It was suggested that the \$2,500 budget requested by the Professional Preparation and Standards Committee for 1967-68 might be too low. From the discussion, it was the concensus of the Executive Council that the Committee be informed of the Council's concern that they move ahead on secondary school accreditation as rapidly as possible and that if further funds are needed for the Committee these will be allocated in November if possible.

K. Federal Relations Committee

Dr. Gilbert Moore, Chairman of the Committee, presented the report. He first called attention to the Committee's budget request and outlined the background for the various items in the requested budget. One item for special hospitality would cover meetings with other individuals and groups to exchange information.

The Committee also has a budget item to bring in writing consultants to prepare material such as position papers, statements on particular issues, etc. Such material would then be available as an aid to prepare testimony or other documents. The Committee would also like to begin to pull together a data bank to build up a file of information which could be used as needed. Dr. Moore pointed out that in preparing testimony there is always a problem of time and that it would be very helpful to have material on hand concerning past positions. He concluded his report with the indication that the Committee hopes it will be possible to consider having a full time professional staff member in the future to be involved in the legislation area.

There was considerable discussion of legislative activities and general agreement that this is a very important area and that attention should be given to means of increasing our activities in this area. It was suggested that a further discussion of legislative concerns should be placed on the agenda for the November Executive Council meeting.

L. Placement Committee Recommendations

In the past the Placement Committee has been a very large Committee whose primary responsibility has been the operation of the Convention Placement Center. For the coming year, this has been changed and there will be a small Placement Service Policy Committee which will look at the direction of APGA placement services for the future and will expect to make recommendations to the Council for action. In addition to this small Committee, there will be appointed a Convention Placement Center Task Force to carry out the operation on the Convention Placement Center. Attention was called to the budget request from the Placement Service Policy Committee for funds to hold a meeting during the summer. The budget for the Convention Placement Center is not included in this request since that is a part of the over all Convention budget.

It was moved and seconded that: The Placement Service Policy Committee be allotted a budget of \$600 for fiscal 1967-68. Motion passed. It was hoped that this Committee could present some recommendations to the Council for action at the November meeting.

Attention was called to the four recommendations from the Placement Committee as follows:

1. That the Placement Committee be established as a Committee of the Senate and that the purpose of the Committee be to recommend policy to the Senate on matters pertaining to all placement activities including the operations of the Convention Placement Center.
2. That the on-going placement activities be an operational activity of the Central Office; the Placement Bulletin be issued three times a year in December, February and May; and, the fees for this service not be increased, at this time, and possibly decreased on the basis of cost estimates made on the basis of the reduced number of Bulletins.
3. That the Convention Placement Service be continued as an Association operation; the fees, for the present, be \$5.00 per candidate and \$5.00 per job description (not position) listing for pre-registered candidates and jobs and, all pre-registered candidate resumes and job descriptions will be published as present in Convention Placement Bulletins; and that the fee be \$10.00 per candidate and \$10.00 per job description (as described above) for on-site registration at the Convention.
4. That the Placement Committee carry out a continuous and extensive investigation of developing data processing systems to determine the feasibility of the use of such systems for any or all of the Association's future placement activities.

It was moved and seconded that: For the Convention Placement Center, the fee be raised to \$10.00 per applicant and \$25.00 per institution; employers could list as many positions as they desire. In the discussion on this motion the feeling was expressed that it might be better to abide by the recommendations of the Placement Committee concerning the Convention Placement Center. If it then appears that the fees should be raised to a higher rate than the Committee recommended, another recommendation could be made at a future Council meeting. Following this discussion, the motion was withdrawn.

It was then moved and seconded that: The Executive Council accepts the recommendations of the Placement Committee (as listed above). Motion passed.

M. Appointments to Editorial Board

Four replacements will be needed on the Editorial Board of the Personnel and Guidance Journal. Attention was called to a letter from the Editor of the Journal listing suggestions for these replacements.

It was moved and seconded that: The Executive Council endorses the list suggested by the Editor and suggests that replacements be made from the persons on the list in the order listed. As a result of the discussion on the motion it was felt that the nominees suggested by the Editor might not be the most appropriate. Therefore, Executive Council representatives from ACPA, ASCA, and ARCA were asked to prepare recommendations for replacements to the Editorial Board and to bring these before the Council for action. In view of this, the motion on the floor was withdrawn.



Following the submission of recommendations from the representatives of the three Divisions, it was moved and seconded that: The list of nominees in the area of rehabilitation be accepted in the order of preference as follows: (1) Robert Warnken, (2) Leonard Miller, (3) Alfred Butler, (4) Robert Johnson. Motion passed.

It was then moved and seconded that: The list of nominees in the area of public school guidance be accepted in the order of preference as follows: (1) Margaret Gilkey, (2) W. Leslie Bobbitt, (3) Lorraine Hansen, (4) Harry B. Gelatt. Motion passed.

It was next moved and seconded that: The third list of nominees be accepted in the order of preference as follows: (1) Leonard Goodstein, (2) Max Wise, (3) Paul Clifford. Motion passed.

Finally, it was moved and seconded that: The fourth replacement on the Editorial Board be drawn from the list of ASCA nominations. Motion passed.

N. Publications Committee

It was reported that since submission of the budget request, the membership of the Publications Committee has been completed and that in view of the geographical location of Committee members, it now appears that the Committee will need less money than originally requested. Therefore, a Subcommittee of the Executive Council studied this matter and recommends that the budget for the Publications Committee be cut to amounts of \$2,000 and \$2,250, rather than the \$3,250 and \$2,250 amounts originally requested.

It was moved and seconded that: The Publications Committee budget be reduced as recommended by the Subcommittee of the Executive Council. Motion passed.

1. Royalty Policy for Publications

At its meeting during the 1967 Convention, the Publications Committee considered the question of a royalty policy for APGA. As a result of this, the Committee recommends that the Executive Council adopt the following formula as a basis for determining royalties to APGA when copyrighted Association materials are used as part of other publications sold for profit by the author or editor:

$$\text{FORMULA: } \frac{n}{x} \times .5 = \text{royalty}$$

n = the number of items, copyrighted by APGA, which appear in the publication  
x = the total number of items in the publication

It was also recommended that if and when it seems more appropriate, a negotiated flat fee may be agreed upon by APGA and the author.

It was moved and seconded that: This royalty policy (as outlined above) be adopted. Motion passed.

O. American Board on Counseling Services

It was pointed out that the American Board on Counseling Services is required to submit suggested names to the Executive Council as replacements for people whose term on the Board is expiring. The Council then approves a list of nominees and the Board selects replacements from this approved list.

Attention was called to the list submitted by the American Board on Counseling Services, which contained the following names: Jean Anderson, Robert Calvert, William Craig, Kathryn Cook, Silas Dann, Anthony Fantaci, Sidney Fine, Robert C. Hall, Kathryn Hopper, Sarah L. Leiter, Carl McDaniels, Leonard M. Miller, Charles Odell, Phillip Ray, David Rhoads, Donald Robinson, Frank Sievers, Daniel Sinick, Herbert Stern, Robert Waldrop, Robert Wiley, and Helen Wood.

There was some discussion of the fact that all nominees are located in the Washington, D. C. area and some question as to why this is necessary. It was pointed out that the Board meets about once a month and therefore, they feel it desirable that all members be from the same geographical area. Suggestion was also made that Raymond A. Ehrle should be added to the list of nominees.

It was moved and seconded that: The Executive Council approves the list of nominees as submitted by the American Board on Counseling Services (as listed above) with the addition of Raymond Ehrle. Motion passed.

It was then moved and seconded that: The whole question of having only local people represented, and the total operation of the American Board on Counseling Services be studied and recommendations made to the Executive Council, if possible by the November meeting. Motion passed.

P. Representative to IRCOPPS

It was stated that APGA has two representatives to the Interprofessional Research Commission for Pupil Personnel Services (IRCOPPS); one is a member of the Headquarters Office staff and the other is a member approved by the Executive Council. The member approved by the Council would serve a three-year term as a representative to IRCOPPS and it should be someone with some interest and understanding in research. The representative would be expected to attend two meetings of IRCOPPS each year.

Attention was called to a list of suggested representatives and after some discussion, it was moved and seconded that: The suggested nominees be ranked in order of priority as follows: (1) Harold Munson, (2) Arnold Buchheimer, (3) Walter Lifton, (4) Merle Ohlsen, (5) Raymond Patouillet. Motion passed. Dr. Williamson, as President of APGA, will appoint the IRCOPPS representative, in the order suggested, based on willingness to serve.

Q. Nancy C. Wimmer Award Committee

The Nancy C. Wimmer Award Committee is composed of four members from the Executive Council. The Committee was appointed but since this is to be an anonymous Committee, names of the Committee members are not recorded in the minutes.

There was also some discussion about the Nancy Wimmer Award and about the whole question of awards. There was general agreement that a Study Committee should be appointed to look into all aspects of awards and to bring recommendations to the Executive Council. It was suggested that the Chairmen of the Division Research Awards Committees might be appointed as members of such a Study Committee.

R. Individual Rights and Opportunities

Attention was called to the revised statement entitled "A Program for Implementing the American Personnel and Guidance Association Statement on Individual Rights and Opportunities," as revised in April 1967. It was pointed out that an earlier draft of this statement had been discussed by the Executive Council at its March 1967 meeting and that that statement had been referred back to the Committee on Individual Rights and Opportunities for further revision. The present statement is the result.

The discussion centered on what would be involved if the implementation statement is accepted. It was generally felt that this might involve a very large budget and there was some question as to whether the Association has the financial resources to get into this. There was also some discussion on the statement itself.

From the discussion, it was apparent that the Council did not feel it could take action on the statement at this time. Therefore, it was agreed that the statement should be again re-studied with some wider consultation and taking into account the discussion of the Executive Council. This matter will then come before the Council again for action.

S. Action on Branches

There was considerable discussion on the future role of the Committee on Branches. It was generally agreed that assuming the new By-Laws are adopted, the Branches will become more involved in total APGA affairs and policy matters. There was also a feeling that in view of the new By-Laws, it is important to work toward the development of state Divisions. It was suggested that the role and function of the Committee on Branches is changing to an educational rather than an organizational responsibility.

It was moved and seconded that: The \$7,500 as recommended by the Finance Committee for the Committee on Branches in 1967-68 be approved. Motion passed.

T. Policy on Mailing Tapes

It was pointed out that it would be desirable to establish a policy on the sale of mailing tapes by APGA. Occasionally there are objections received from members who receive material as a result of this, and it is felt that some guidelines need to be set as to what the policy should be. Attention was called to a recommended policy statement as follows:

In recent years the general use of mailing tapes in the Association has grown to major proportions. At the present, the income from the sale of mailing tapes is approximately \$12,000 per year. With a view on the growth that has taken place in the last several years, it is entirely possible that this interest in reaching the members of the Association through direct mailings will continue if not accelerate. Therefore, it is entirely possible that income from this within several years could reach \$15,000 to \$20,000 and represent a major factor in information which goes forward to the Association members.

Another general use of Association tapes is for research purposes. This has been a very minor use in recent years but seems to be heading into a period of increased interest. In this regard requests are ordinarily made directly to the Association for permission to use all or parts of the Association mailing tape with a view in mind to survey some portion of the Association, Divisions, or geographic region for opinions on research studies that are usually conducted as a part of graduate programs.

With these two principal uses in mind, it is suggested that the Association establish a policy with regard to use of the Association mailing lists. For the immediate future no maximum number of tape requests be set. It is suggested that a general rule of 10 tapes per month be utilized but only as a guideline not a hard and fast rule. With respect to tapes to be used for research purposes a rule of three per quarter be set as a guideline number.

It was moved and seconded that: This statement (as shown above) be accepted as the Association's policy on mailing tapes. Motion passed.

U. Advertising in Convention Program

It was suggested that consideration be given to having advertising included in the Convention program. The feeling was that this might underwrite the cost for printing the program. In the discussion, attention turned to the Personnel and Guidance Journal and the question of who is responsible for making decisions on acceptance or rejection of advertising in that publication. It was determined that the Editor of the Journal has this responsibility but that in practice it has been delegated to Headquarters Staff members. It was suggested that a letter be sent to the Editor of the Journal indicating the request of the Executive Council that he approve ads to go into the Journal himself rather than delegating this responsibility.

It was then moved and seconded that: The Executive Council approves including advertising in the Convention program providing it is acceptable, and that the Convention Coordinator would be responsible for making decisions on the acceptance of ads for the program. Motion passed.

V. Encyclopaedia Britannica

Attention was called to the proposal for a special offer to APGA members from the Encyclopaedia Britannica. This proposal had been approved by the Executive Council in November 1966 but since that time there has been information that much pressure is put on people in follow-up operations.

Therefore, it was moved and seconded that: The approval of cooperating with the Encyclopaedia Britannica to offer this to our members at a reduced rate be rescinded on the grounds that they will use pressure on our members. Motion passed.

The second session of the Executive Council was adjourned at 4:45 p.m.

On the evening of May 25, 1967, a dinner meeting of the Executive Council was held in the Gramercy Inn, Washington, D. C. Although this was not a formal business session, the Council heard reports from the Chairman of the Constitution Committee, Dr. Ed Carine, and from the 1968 Convention Coordinator, Dr. Edward Adamek, and the 1968 Convention Program Chairman, Dr. Robert Williams. Their reports follow.

W. Constitution Committee

Dr. Carine reported that the proposed By-Laws as approved by the APGA Senate in March will be mailed out to the entire membership in June. He pointed out that assuming the By-Laws are approved, the Divisions and Branches will need to revise their own Constitutions in line with the new By-Laws. It is expected that there will probably be amendments presented at the 1968 Senate meetings.

X. Report on 1968 Convention

Dr. Adamek opened his report by indicating that in Detroit most functions can be held in Cobo Hall and that the headquarters will be located there. Hotel meeting space will be used only if necessary. He indicated that it is hoped to have some type of stenographic services available.

Dr. Williams next commented on the program structure for the Convention. He indicated that it is planned to hold the opening session on Sunday evening rather than on Monday morning with the other general sessions also in the evening. Plans are to have only content meetings during the day. It is also planned to schedule some limited content meetings during the lunch hour.

Dr. Williams reported that the deadline for submission of programs will be September 30, 1967, and that it will not be possible to include any programs submitted after that date. He indicated that in December or January a preliminary program is expected to be available and this may be distributed as a part of the Guidepost.

The suggestion was made that the dates for the 1968 Convention be given as April 7-11 instead of April 7-10, 1968. It was agreed that the dates should be publicized as April 7-11 and was felt that this might help to encourage people to stay over until Thursday. Dr. Adamek noted that registration is scheduled to open officially on Sunday but that it will probably be open on Saturday also.

Dr. Adamek next discussed the Pre-Convention registration procedures. He noted that the Detroit Convention Bureau will handle housing but will not be handling Convention registration. Members will receive a two-part form to cover registration and housing. Dr. Adamek stated that it is planned to discontinue preliminary registration as of March 1, 1968, and that forms received after that date would be returned to the sender. There was some discussion of this and the feeling was expressed that the deadline should be extended if possible and that some method should be worked out to handle registrations received after the deadline other than simply having them returned to the sender. It was agreed that the Convention Committee would discuss this matter further to see what can be worked out.

Dr. Adamek concluded his report by noting that in Detroit it will be necessary for some people to be housed outside of the downtown district. It is planned to provide a shuttle bus service which would charge .15¢ fare to get people in and out of the city.

This concluded the reports made at the dinner meeting of the Executive Council.

The third session was called to order by President Williamson at 9:05 a.m., May 26, 1967, at the Gramercy Inn, Washington, D. C.

Y. 1968 Convention Budget

It was reported that the Executive Committee had examined the Convention Budget for 1968 and had approved it. The net income expected is about \$21,000.

In order to open a bank account in Detroit so that the 1968 Convention group may begin to function, it was necessary that the Executive Council pass a formal resolution. This resolution is as follows:

RESOLVED that an account be opened in the name of this organization in Michigan Bank, National Association, and that funds deposited in said account may be withdrawn upon a check, draft, note or order of this organization when signed by any two of the following persons:

Edward G. Adamek, Convention Coordinator

Robert E. Wurtz, Business and Service Coordinator

Keith Gignac, Assistant Business and Service Coordinator and  
Treasurer

Gloria Soulliere, Assistant Treasurer

whose signatures shall be duly certified to Michigan Bank, National Association, and said Bank is hereby authorized to pay any and all checks, drafts, notes or orders or to receive the same for credit of or in payment from the payee or any other legal holder when so signed without inquiry as to the circumstances of their issue or the disposition of their proceeds, whether drawn to the individual order or tendered in payment of the personal obligations of any of the individuals above named or other individuals of this organization or otherwise. This resolution is to continue in full force and effect until notice to the contrary in writing is received by the Bank.

It was moved and seconded that: The Executive Council adopts this resolution. Motion passed.

Z. Lecture from Memorial Funds

It was reported that at present there is about \$900 in the Memorial Fund. In the discussion of this, it was pointed out that there are currently some moneys being held in restricted funds and that the staff is attempting to determine what this money represents. It was noted that the Finance Committee asked that a check be made to determine whether this money is obligated. If it is not, it is suggested that the money might be transferred to the Memorial Funds. The suggestion was made that this check be made and the results reported to the Executive Council for possible action, at the November 1967 meeting.

AA. Action on 1967-68 Budget

At this time President Williamson called for action on the proposed budget for 1967-68 that had been presented earlier in the meeting. A number of questions were raised on specific points in the budget and answers were given by Mr. Hunter. It was also pointed out that at the November 1967 Executive Council meeting it will be possible to again discuss the budget and to make revisions if necessary.

It was moved and seconded that: The Executive Council accepts the proposed budget for 1967-68. Motion passed.

BB. Executive Council Self-Study

Following action on the 1967-68 budget, there was considerable discussion of what the role and function of the Executive Council should be. The discussion also covered such matters as the division of authority between

the office of the Executive Director, the Executive Council, the Divisions and the new State Branches. It was generally felt that the question of distinctions between administration and policy making needs to be dealt with also. It was noted that some guidelines would be very desirable.

After further discussion, it was moved and seconded that: The Executive Council constitute a Subcommittee of itself to study this matter of responsibility and division of authority between the various units of the Association; the office of the Executive Director, the Executive Council, the new State Branches, the Senate, and the Divisions. In the pursuit of its study the Subcommittee should work closely with and rely on the resources that the Executive Director may make available to them. Motion passed. It was agreed that this task cannot be completed by the time of the November Executive Council meeting, but that there should be an interim report at that time.

It was then moved and seconded that: This Executive Council go on record as strongly endorsing the leadership and procedures of the Executive Director and Headquarters Staff during their tenure in office. Motion passed.

CC. Role of the Convention Consultant

There was discussion of the future role of the Convention Consultant. In an Executive Session, the Convention management and operation was discussed and a suggestion was made that a meeting with the Convention Consultant be held following the Detroit Convention to consider the future of his contract.

DD. International Relations Review Committee

President Williamson reported that as directed by the Executive Council in March, a Committee has been appointed to review the entire program of our international commitments. It is expected that this Committee will have a progress report by the time of the November Council meeting.

Dr. Dugan reported that as directed by the Executive Council in March, APGA has sent \$1,000 dues to the International Association for Educational and Vocational Guidance, and that we have received word from IAEVG that this has been received.

IV. ADJOURNMENT

The third and final session of the Executive Council was adjourned at 12:10 p.m.