October 3, 1966

To: A.C. Barnett
A.C. Podesta

IAU of P.R. Monthly Report
September 30, 1966

From: Wayne Wasson

Board of Trustees Evaluations

Fourteen members of the Board of Trustees have replied to the Dr. Rodríguez Quiñones request for evaluations. A more accurate estimate of fund raising potential can be obtained when the other twelve replies are received. The deadline for replies was September 15. On that date a letter of reminder was sent by the Board of Trustees chairman.

San Germán Friends of IAU Evaluations

Twenty-three out of twenty-four evaluators responded to the request to evaluate San Germán for leadership and giving potential. Ten individuals were marked very high and are candidates for the chairmanship. Minimum projections indicate that $338,500 could possibly be raised in pledges over a five-year period.

The eight-man steering committee is to meet October 3 to review evaluations, enlist a chairman who will, in turn, form a solicitation committee and set a goal for the San Germán Friends of IAU.

Foundations

Tamblyn & Brown, Inc. researched foundations and narrowed the probable list of interest to 209. A further breakdown by the Development Office indicates proposals should be made in the near future to:

10 foundations for library grants
6 foundations interested in religious institutions
7 " for general construction costs

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8 foundations interested in science facilities
10 foundations for scholarship grants

A list of these foundations is being prepared for perusal by the Board of Trustees.

President's Council

There have been thirty acceptances to the President's Council to this date. It has been suggested that a cultural and educational committee and a development committee be formed with representation from the Board of Trustees, the President's Council and two members from other areas of the University constituency. The first meeting is proposed for the end of October.

University School

Dr. Hoxeng, Mr. Witter, and Mr. Wasson of Tamblyn & Brown met with the Board of Directors of the Mayaguez Manufacturers' Association to discuss interest in and financing of the University elementary and secondary school. The association expressed a keen interest in the University School as a place of study for their executives' children. They offered to renew discussions started three years ago with Fomento on such a project. It is being planned that Dr. Hoxeng and two or three members of the Executive Board of the Manufacturers' Association will meet with the Director of Fomento on October 4, 1966.

Special Memorials

Mr. Wasson met with Dr. Andrés Acosta who has agreed to serve as chairman of the Rachel Akers Memorial. Discussion has centered around prospective donors to a special memorial fund and the choice of an appropriate memorial. It is being suggested that the Rachel Akers Palmer Memorial be a physical part of the library. Dr. Acosta feels that consultation with Dr. Palmer is necessary and also that a list of the English majors and minors who studied under Mrs. Palmer be obtained.

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Mr. Witter is attempting to obtain such lists.

Government Grants

Dr. R. Smyth of the Washington office of Tamblyn & Brown and Mr. Fred Nelson of IAU attended a conference in New York, September 7 on government grants and IAU needs. Mr. Nelson and Dr. Smyth will work together collecting data for presentations to the United States government.

Record Keeping

The Development Fund Office and the Comptroller's Office have reached an understanding on the keeping of expenses and contribution income and such procedures will allow for montly reports to the Board of Trustees, the Administration and Tamblyn & Brown.

Procedures for recording of all incoming gifts in the Development Fund Office have been agreed upon and compliance thereto is being worked out.

Budget and expenses for June 1 to August 15 is attached.

Religious Center

Copy and layout for a report on progress of the Chapel Fund was prepared by Tamblyn & Brown and approved by the New York Synod Religious Committee on the 26th of September. All donors and pastors of all participating churches will receive letters of thanks and the report for their congregation.

Campaign Materials

Final approval of the Leadership Statement has been made and 1000 copies will be printed in English. The statement will be translated

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into Spanish and 1000 copies printed in Puerto Rico. The cover will be in both Spanish and English in line with the bilingual aspects of the University. The material will be bound so that additional copy can be inserted when necessary.

It was decided that separate case statements will be prepared for the library, the University School, faculty housing and the Philosophy Department to be housed in the Religious Center which are the immediate items to be funded. These will be drafted by members of Dr. Hoxeng's staff and will be put in final form by Tamblyn & Brown.

Pledge cards, Treasurer's reports, payment reminders, file cards and stationery have been received from the printer's.

Publicity

Press coverage has been obtained on the National Teachers Corps training, the Sta Com Report speakers and two general stories.

cc. to Dr. Raymond B. Hoxeng
✓ Dr. José N. Rodriguez Quiñones
✓ Mr. Israel Pianelli
✓ Mr. Gardner Russell
✓ Dr. Juan R. Meléndez
Mr. Richard M. Witter

Inter American University of P.R.

Expenses

June 1 - Aug. 15, 1966

Account No. 1930-88		Total Budget	Expenses
(1) 600	Salaries	$1,000.00	-o-
(2) 741	Office Supplies	200.00	$70.65
(3) 742	Postage	-o-	5.53
(4) 750	Tel & Tel	400.00	50.32
(5) 800	Rent & Equipment	-o-	-o-
(6) 756	Printing & Publicity	500.00	101.28
(7) 753	Meetings	-o-	-o-
(8) 730	Travel & maintenance	1,000.00	1,247.58
(9) 799	Unclassified (Ref, Books)	400.00	48.16
		3,500.00	1,523.52
	Tamblyn & Brown, Inc. fees	8,700.00	*10,500.00
		$12,200.00	$12,023.52

* Fee paid through August 31, 1966