OFFICERS

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<td>President</td>
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<td>First Vice-President</td>
<td>Charles D. Maginnis, Statler Bidg., Boston, Mass.</td>
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<tr>
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<td>Horace W. Pfeiffer, 1228 Connecticut Avenue, Washington, D. C.</td>
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<tr>
<td>Secretary</td>
<td>Frank C. Baldwin, The Octagon, Washington, D. C.</td>
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<tr>
<td>Treasurer</td>
<td>Edwin Berghorst, Citizens National Bank Bidg., Los Angeles, Cal.</td>
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BOARD OF DIRECTORS

For One Year (1932-33)

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LIST OF CHAPTERS 1932

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For Three Years (1932-35)

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To the Members of the Institute:

At the organization meeting of the Board of Directors, on April 30, the day following the Convention, the Board found it necessary to make many reductions in appropriations in the budget of the Institute for the year 1932. The Board considered it essential to the welfare of the Institute to balance appropriations against reduced income.

The extent of the reductions in appropriations and the activities affected thereby are set out in that section of the Minutes of the Board meetings which appears in this number of The Octagon, under the sub-title, “The Report of the Treasurer.” (Page 15.)

It was the purpose of the Board to maintain the fundamental activities of the Institute without serious impairment, but in some cases it was essential to carry on those activities by other methods and at a minimum of cost.

It was found that a considerable saving in money could be effected by not printing the Annuary for the year 1932-1933. To accomplish, in large measure, the purpose served by the Annuary the Board of Directors ordered that one or more issues of The Octagon contain the following: List of Officers and Directors; the newly appointed personnel of the Standing and Special Committees; the list of members elected since the publication of the 1931-1932 Annuary; and Chapter V of the By-Laws covering the Unification Program.

The list of Officers and Directors is published in each number of The Octagon, in conjunction with the list of Chapter Officers.

The names, and chapter assignments, of all members elected since the publication of the 1931-1932 Annuary (Aug. 15, 1931) have been published in preceding issues of The Octagon. Chapter V of the By-Laws, with regard to Unification, was published in the May number. (Pages 24-26, inclusive).

The newly appointed Standing and Special Committees are printed below.

Very truly yours,

FRANK C. BALDWIN,
Secretary.
Standing Committees

PRACTICE (5)

John P. B. Sinkler, Chairman,
Architects' Building, Philadelphia

Chas. T. Ingham, Vice-Chairman, Pittsburgh

Chapter Representatives

Alabama .......... Hugh Martin
Albany .............. Thos. L. Glaxon
Arkansas .......... Theo. M. Sanders
Baltimore .......... William G. Nolting
Boston .............. C. N. Cogswell
Brooklyn ............ Alexander Mackintosh
Buffalo .............. Edward B. Green, Jr.
Central Illinois ... J. W. Royer
Central New York ... George B. Cummings
Chicago ............. Melville C. Chatten
Cincinnati .......... Stanley Matthews
Cleveland .......... J. W. Thomas, Jr.
Colorado .......... Merrill H. Hoyt
Columbus .......... H. Dwight Smith
Connecticut ........ Douglas Orr
Dayton .............. George Hermann
Delaware .......... John M. Liptak
Detroit ............. Henry F. Stanton
Eastern Ohio ........ Morris W. Scheibel
Florida Central .... Francis J. Kennard
Florida North ....... Jefferson D. Powell
Florida South ....... Geo. L. Pfeiffer
Georgia ............. Wm. J. Sayward
Grand Rapids ........ Henry H. Turner
Hawaii ............. William M. Potter
Indiana ............. Arthur Bohn
Iowa ............... Earl E. Jones
Kansas ............ Charles W. Shafer
Kansas City .......... Edward W. Tanner
Kentucky .......... O. P. Ward
Louisiana .......... Charles A. Favrot
Madison ............ Frank Riley
Minnesota ........... Wm. W. Tyrie
Mississippi .......... N. W. Overstreet
Montana ............ Fred. A. Brinkman
Nebraska .......... H. W. Megginis
New Jersey .......... Clement W. Fairweather
New York ........... F. L. Ackerman
North Carolina ..... James B. Lynch
North Texas .......... Otto H. Lang
Northern California .... Harris C. Allen
Northwestern Penna. . W. W. Meyers
Oklahoma .......... Leon B. Senter
Oregon ............ W. G. Holford
Philadelphia .......... George L. Lovatt
Pittsburgh .......... R. M. Trimble
Rhode Island .......... Russell H. Shaw

(Personal Continued—Next Column)

Practice—Continued

San Diego .......... Wm. Templeton Johnson
Santa Barbara .......... E. Keith Lockard
Scranton-Wilkos-Barre . Charles L. Levy
Shreveport .......... C. W. King
South Carolina .......... Charles C. Wilson
South Georgia .......... Henrik Wallin
South Texas .......... Alfred C. Finn
Southern California . J. E. Allison
Southern Pennsylvania . Reinhardt Demwolff
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(Personal Continued—Next Column)

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A JOURNAL OF THE A. I. A.

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Southern Pennsylvania
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Toledo
Utah
Virginia
Washington, D. C.
Washington State
West Texas
West Virginia
Wisconsin

PRESERVATION OF HISTORIC BUILDINGS—Continued

Detroit
Eastern Ohio
Florida Central
Florida North
Florida South
Georgia
Grand Rapids
Hawaii
Indiana
Iowa
Kansas
Kansas City
Kentucky
Louisiana
Madison
Minnesota
Mississippi
Montana
Nebraska
New Jersey
New York
No. California
North Carolina
Northwest Penna.
Oklahoma
Oregon
Philadelphia
Pittsburgh
Rhode Island
San Diego
Santa Barbara
Scranton-Wilkes-Barre
Shreveport
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Toledo
Utah
Virginia
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West Virginia
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Alfred Huger, Attorney, Charleston.

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<thead>
<tr>
<th>Name</th>
<th>City</th>
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<tbody>
<tr>
<td>Albert Simons</td>
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<tr>
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<td>Fiske Kimball</td>
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<td>Alfred L. Kocher</td>
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CITY AND REGIONAL PLANNING (16)

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<tr>
<td>Raymond Phelps</td>
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REGISTRATION LAWS (17)

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<tr>
<td>James M. White</td>
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<td>Emery Stanford Hall, Vice-Chr.</td>
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<td>Daniel J. Zimmerman</td>
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NATIONAL CAPITAL (18)

**State**  | **Chapter** | **Representative** |
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<td>Julian Millard</td>
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<td>Rhode Island</td>
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(Schedule of Charges (26)

M. H. FURBRINGER, Chairman . . . Memphis
A. H. ALBERTSON, Vice-Chairman . . . Seattle
H. J. MAXWELL GRYLLS . . . . Detroit
SULLIVAN W. JONES . . . . New York
VICTOR A. MATTeson . . . . Chicago
NAT G. WALKER . . . . Fort Myers

A JOURNAL OF THE A. I. A.
JOINT COMMITTEE ON BUILDING PRACTICES (27)

WILLIAM STANLEY PARKER, Chairman,
120 Boylston Street, Boston, Mass.

Sub-committee on Contract Forms

Wm. Stanley Parker, Chairman, Boston
Atlee B. Ayres . . . . . . . . . . San Antonio
Jas. O. Betelle . . . . . . . . . . . Newark
Chas. W. Dawson . . . . . . . . . Corpus Christie
H. R. Dowswell . . . . . . . . . . New York
B. V. Gamber . . . . . . . . . . . Detroit
John Graham . . . . . . . . . . . Seattle
Lester W. Hurd . . . . . . . . . . San Francisco
Eugene S. Klein . . . . . . . . . . St. Louis
William Richards . . . . Los Angeles
Richard E. Schmidt . . . . . Chicago
Thomas Snook . . . . . . . . . . . New York
Lancelot Sukert . . . . . . . . . . Detroit
William W. Tyrie . . . . Minneapolis

Sub-committee on Bidding Practices

Walk C. Jones, Chairman . . . . Memphis
James A. Dougher . . . . . . . . Des Moines
Frederick W. Gamber . . . . . . Cincinnat
Miller I. Kaft . . . . . . . . . . . Harrisburg
George W. Kelham . . . . . . . San Francisco
Wm. Stanley Parker . . . . Boston
Raymond Phelps . . . . . . . . . San Antonio

ROADSIDE STRUCTURES AND SCENIC FEATURES (28)

WALTER H. THOMAS, Chairman . . . . Philadelphia

Executive Committee

Alfred V. du Pont (Mid. Atl. Div.) . . . . . Wilmington
Merrill C. Lee (So. Atl. Div.) . . . . . . . . Richmond
Alexander Mackintosh (N. Y. Div.) . New York

General Committee

Albert Harkness (New England Div.) . Providence
Clara W. Ditchy (Great Lakes Div.) . . . Detroit
Rollin C. Chapin (Cent. Sts. Div.) . . . Minneapolis
Richard Koch (Gulf Sts. Div.) . . . . . New Orleans
Wm. I. Garren (Sierra Nev. Div.) . . . . San Francisco

ECONOMICS OF SITE PLANNING AND HOUSING (29)

Frederick Bigger, Chairman . . . Pittsburgh
Frederick L. Ackerman . . . . New York
G. Frank Cordner . . . . . . . . . . Detroit
George H. Gray . . . . . . . . . . New Haven
P. John Horner . . . . . . . . . . St. Louis
Eugene H. Klaster . . . . . . . . Chicago
Robert D. Kohn . . . . . . . . . . New York

(Personnel Continued—Next Column)
Meetings of Board of Directors and Executive Committee

RESOLUTIONS ADOPTED

Preceding issues of The Octagon have contained synopses of the Minutes of the semi-annual meeting of the Board of Directors, held in November (1931), and of the Minutes of the meeting of the Executive Committee held in February, (1932).

Since then there have been a series of meetings which have not been reported in The Octagon.

They were as follows:

Meetings of the Executive Committee in April and in May, 1932;
Meetings of the Board of Directors—in April, 1932, preceding the Convention and following the Convention.

As a measure of economy, the Minutes of all these meetings so far held in 1932 were combined in a single printing, designated as A. I. A. Document No. 254. That record constitutes a complete review of the business of the Institute, as conducted by the Board of Directors and the Executive Committee, for the period covered.

The combined Minutes contain a total of 234 items of business. The number of resolutions adopted was 212.

In explanation of these large numbers, it should be stated that they include many items of a routine nature, such as resignations, reinstatements, and other status cases which under the basic law of the Institute must be acted upon by the Board of Directors or by the Executive Committee.

Various important subjects acted upon by the Board of Directors or by the Executive Committee have been previously reported in The Octagon. For example, the report of the Board of Directors to the Sixty-fifth Convention—the preparation of which took many hours of the Board's time—appeared in full in the May number.

Likewise, there have been published previously in The Octagon the Convention program, Public Works legislation developments, the Unification Amendment, and, in separate confidential form, various disciplinary findings.

There remains in the Minutes a large number of unpublished items, many of which are of general interest to the Chapters and the members. These items and resolutions thereon appear below, under subheadings showing the meetings at which they were acted upon.

Any member of the Institute may obtain information in detail concerning the action on any particular subject considered by the Board or by the Executive Committee by addressing a request to the Secretary.

It is needless to state that the complete Minutes of each meeting of the Board of Directors and of the Executive Committee are open at The Octagon at any time to members of the Institute.

FRANK C. BALDWIN,
Secretary.

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE

April 22, 1932

A special meeting of the Executive Committee had been called by the Chairman of the Committee, President Kohn, upon the written request of Frank C. Baldwin, Edwin Bergstrom and Ernest J. Russell, for the purpose of approving the Minutes of the meeting of the Executive Committee, held in Washington, D. C., on February 26 and 27, 1932 (in accord with Chapter VIII, Article 3 of the By-Laws).

The Executive Committee met in Special Meeting at The Octagon on April 22, 1932, at 10:15 A. M. Those present were Robert D. Kohn, Frank C. Baldwin, Edwin Bergstrom, Ernest John Russell, and Charles T. Ingham. Waivers of notice were reported by the Secretary.

Minutes Corrected and Approved.

Resolved, That the Minutes of the meeting of the Executive Committee, held in Washington, D. C., on February 26 and 27, 1932, be approved as submitted and that the Secretary be directed to print those Minutes as Part I of a combined document also containing the Minutes of the April meetings of the Board of Directors. (95a-E-4-32)

The meeting adjourned at 10:30 A. M.
(There was no other business transacted at this special meeting.)
THE OCTAGON

MEETING OF THE BOARD OF DIRECTORS

April 22, 23, 24, 25, 1932

Members Present

The annual meeting of the Board of Directors of The American Institute of Architects was called to order by the President, Robert D. Kohn, at 9:30 A.M., April 22, 1932, at The Octagon, Washington, D.C. Regular sessions were held on April 22, 23, 24 and 25.

Members of the Board present at all sessions were the President, Robert D. Kohn; the First Vice-President, Ernest John Russell; the Second Vice-President, Horace W. Peaslee; the Secretary, Frank C. Baldwin; the Treasurer, Edwin Bergstrom; and Directors Frederick W. Garber, Charles T. Ingham, Fred F. Willson, Franklin O. Adams, M. H. Furbringer, Frederick H. Meyer, Albert L. Brockway, George H. Gray, and Frederick W. Mann. The Executive Secretary, E. C. Kemper, and the Assistant Executive Secretary, G. T. Heckert, were also present at all sessions.

Mr. Peaslee extended an invitation from the Washington, D.C. Chapter, to the Directors, for a luncheon on Monday, April 25. The invitation was accepted.

Convention Arrangements and Notices.

Resolved, That the report of the President and the Secretary on pre-Convention arrangements, notices and invitations, be approved and accepted. (97-B-4-32)

Resolved, That the completion of the dinner list be left in the hands of the President. (98-B-4-32)

Nominations—Committee Appointed.

The Secretary said that nominations had been received for all prospective vacancies except that of regional director of the Western Mountain Division. He pointed out it was the duty of the President to appoint a nominating committee on the opening day of the Convention and consisting of five delegates.

The President said he would appoint this committee.

Regional Directors—Reports.

Resolved, That the reports of the Regional Directors as submitted to the annual meeting of the Board be received, and that the Secretary be authorized to print excerpts therefrom in THE OCTAGON. (99-B-4-32)

Committee Reports—Special Matters.

In connection with several committee reports the Board took action as indicated in the following paragraphs:

Public Information—Proposed Sub-Committee.

Resolved, That the proposal for the creation of a special Committee on promotional work be referred to the organization meeting of the Board for consideration. (100-B-4-32)

Constitution and By-Laws.

Resolved, That the Board recommend to the new Board a reduction in the initiation fee, and the desirability of proposing an amendment therefor to the Sixty-sixth Convention. (101-B-4-32)

Resolved, That the Treasurer be authorized to accept notes in payment of initiation fees, and for dues for the first year as well as for other years. (102-B-4-32)

bicentennial Conference on National Capital.

Resolved, That the Board approves the subsistence of the eleven resolutions to be submitted by Horace W. Peaslee, Chairman of the Committee on the National Capital, for adoption at the first Bicentennial Conference on the National Capital, such approval to become effective when said resolutions have been duly approved by the other constituent bodies of the Bicentennial Conference, and reported to the Institute Convention for final action. (103-B-4-32)

Health and Safety—Correspondence from Detroit Chapter.

Resolved, That the National Safety Code be referred to the Construction League of the United States with an inquiry as to the position of the League with respect to such a code, and with the assurance of the assistance of the architectural profession, the League undertake to develop a safety code sponsored by the entire industry. (104-B-4-32)

Unification of the Architectural Profession.

Resolved, That the Board endorses and support the proposed unification amendment in the form prepared by the Committee on Unification of the Architectural Profession, approved by the Executive Committee, and published in the February number of THE OCTAGON. (105-B-4-32)

Resolved, That the By-Law amendment relating to unification, as published in The OCTAGON, be submitted to the Convention for adoption. (106-B-4-32)

Committee Reports—Release to the Publicist.

Resolved, That the Secretary be authorized to release to the Publicist, and to the public press upon request, copies of the reports of the Standing and Special Committees, after final consideration thereof by the Board of Directors. (107-B-4-32)

Gold Medal—Award to Ragnar Ostberg.

Resolved, That the Gold Medal of the Institute be awarded to Ragnar Ostberg, of Stockholm, Sweden. (108-B-4-32)

Glenn Brown—Death Reported.

Resolved, That the resolution of appreciation concerning the life and work of Glenn Brown, Past-Secretary of the Institute, as prepared by the President, be approved and submitted to the Convention. (109-B-4-32)

Chicago Chapter Recommendations.

Resolved, That the communication from the Chicago Chapter, dated April 18, 1932, relative to Convention and other matters be received, and that the various sections thereof be referred to the Directors who are writing the relevant portions of the Board's Report. (110-B-4-32)

Investment Committee—Report.

Resolved, That the report of the Investment Committee to the Board of Directors, dated April 21, 1932, be approved and accepted, and placed in the Minutes. (112-B-4-32)
Report of the Treasurer.

Octagon Upkeep Items.

Resolved, That an additional sum of $146 be and hereby is appropriated to cover the cost of painting the dining room and portions of the drawing room at The Octagon, and the cost of additional insurance necessary to properly cover the loaned furnishings in the dining room. (113-B-4-32)

Report Accepted.

Resolved, That the report of the Treasurer to the Board of Directors, dated April 22, 1932, be accepted and placed in the Minutes and that the question of balancing the Budget be referred to the incoming Board. (115-B-4-32)

Octagon Refurbishing—Acceptance of Gifts Authorized.

Resolved, That the Secretary is authorized to accept gifts of furniture and other furnishings for The Octagon, provided the Chairman of the Building Committee and the Washington representative thereof concur. (117-B-4-32)

Adoption of Board's Report*

At the session the Board on April 25, at which all members were present, and after a final and complete reading of the report of the Board of Directors in the form agreed upon and approved, action was taken as follows:

Resolved, That the report of the Board of Directors to the Sixty-sixth Convention be adopted as read by the Secretary and as amended by the Board, and that it be approved for printing and submission to the Convention. (118-B-4-32)

Advertising in The Octagon.

Resolved, That the report of the committee be accepted, and that its recommendation that advertising be not permitted in The Octagon be approved. (122-B-4-32)

Handbook of Architectural Practice—Surplus.

Resolved, That the Executive Secretary be authorized to sell the Handbook of Architectural Practice at reduced prices, in combination with other Institute documents. (121-B-4-32)

Architects’ Small House Service Bureau.

Resolved, That the Secretary be authorized, in responding to communications concerning Institute policy with respect to the Architects’ Small House Service Bureau, to say, in effect, that the Board of Directors has always followed the course outlined by the mandates of the Conventions, and will continue to do so in the future. (125-B-4-32)

Small House Service Bureau—Election of Directors.

Resolved, That the action of the President be approved, in nominating for election to the Board of Directors of the Architects’ Small House Service Bureau, Frederick M. Mann, Charles H. Alden, William Emerson, Herbert W. Folta, R. M. Trimble, David J. Witmer, R. H. Cameron, Lester E. Varian, N. Max Dunning, and Robert T. Jones, and that these nominations be adopted and confirmed as the action of the Board of Directors of the Institute. (127-B-4-32)

Construction League—Representatives.

Resolved, That Robert D. Kohn, of New York, and Charles T. Ingham, of Pittsburgh, be elected to serve until the time of adjournment of the Sixty-sixth Convention as Institute representatives to the Construction League of the United States, in addition to the President and First Vice-President, who are representatives ex-officio. (131-B-4-32)

Davis-Bacon Act—Constitutionality.

Resolved, That in the judgment of the Board the Institute cannot contribute at present to a fund to be used in defraying the expense of court action to test the constitutionality of the Davis-Bacon Act. (132-B-4-32)

The Producers’ Council—Annual Report.

Resolved, That the report of The Producers’ Council, dated April 15, 1932, be accepted with appreciation of the work of the Council which has been so well carried on under the adverse conditions existing during the year. (133-B-4-32)

Joint Committee on Standard Specifications for Concrete and Reinforced Concrete—Membership.

Resolved, That the Institute, in accepting membership on the Joint Committee on Standard Specifications for Concrete and Reinforced Concrete agrees to meet any nominal future assessments of a total not to exceed fifty dollars, for the period necessary to complete the work of the Committee. (134-B-4-32)

School Lighting Standards—Approval.

Resolved, That the Structural Service Department be authorized to approve on behalf of the Institute, the Standards of School Lighting with Suggested Requirements for a School Lighting Code, as an American Standard. (135-B-4-32)

Floor Area Measurements—Proposed Document.

Resolved, That the Structural Service Department is authorized and directed to prepare a document on Floor Area Measurement, together with a complete report on this subject, for submission to the Board for further consideration. (136-B-4-32)

Professional Status of Architects Engaged by Construction Companies.

Resolved, That the question of developing a formal statement on qualification and eligibility for Institute membership of architects employed by construction and other organizations, be referred to the Structural Service Department for consideration and report to the incoming Board. (137-B-4-32)

Architectural Libraries—Proposed Loans.

Resolved, That the Secretary be requested to confer with Leicester B. Holland and Frederick V. Murphy with respect to storing, indexing, and cataloguing the libraries of the Institute now in storage, and to report their joint recommendations to the Board. (142-B-4-32)

Gift—Architectural Books by Guy Kirkham.

Resolved, That the Board of Directors express to Guy Kirkham its appreciation of his generosity in presenting to the Institute the one hundred and sixty architectural books, which were accepted by the Executive Committee at its meeting in February, 1932. (143-B-4-32)


Resolved, That documents of the character of those recently published by the Washington, D.C., Chapter, on the value of architectural service, may be sent out by pro

* The report, with the resolutions on matters covered therein as adopted by the Convention, appeared in full in the May, 1932, number of THE OCTAGON.
MEETING OF THE BOARD OF DIRECTORS

April 30, 1932

Members Present.

The meeting was called to order by the President, E. J. Russell, in the Drawing Room at The Octagon, Washington, D. C., at 9:30 A. M., on April 30, 1932. Others present were the First Vice-President, Charles D. Maginnis; the Second Vice-President, Horace W. Peaslee; the Secretary, Frank C. Baldwin; the Treasurer, Edwin Bergstrom; and Directors Franklin O. Adams, M. H. Furbringer, Frederick H. Meyer, Albert L. Brockway, George H. Gray, Frederick M. Mann, James O. Betelle, and Herbert E. Hewitt; also the Executive Secretary, E. C. Kemper, and the Assistant Executive Secretary, G. T. Heckert.

Raymond J. Ashton, newly elected Director of the Western Mountain Division, who had not attended the Convention, was not present.

Committees Elected and Appointed.

(All committees elected by the Board and those appointed by the President, are printed elsewhere in this number of THE OCTAGON.)

Special Committees Recreated.

Resolved, That the following special committees be recreated: Structural Service; Preservation of Historic Buildings (and Sub-Committee for Safeguarding Charleston Architecture); City and Regional Planning; Registration Laws; National Capital; Foreign Relations; Industrial Relations; Constitution and By-Laws; Health and Safety; Standard Accounting; Honor Awards; Membership; Schedule of Charges; Joint Committee on Building Practices; Roadside Structures and Scenic Features; Economics of Site Planning and Housing; School Building Classification; Legal Bidding Requirements for Professional Services; and Document on Free Sketches. (163-B-4-32)

Structural Service Committee—Representatives.

Resolved, That the recommendation of the Chairman of the Structural Service Committee, N. Max Dunning, that a representative from each Chapter be appointed on that Committee, be approved; and that an Advisory Council of the Committee be created to consist of three or five members, as determined by the President. (164-B-4-32)

Roadside Structures—Personnel.

Resolved, That the Committee on Roadside Structures and Scenic Features be reduced to a member from each Division, as the present Committee (with a member from each Chapter) is too large to be effective. (165-B-4-32)

State Societies—Special Committee Created.

Resolved, That there hereby created a special committee to be known as the Committee on State Societies and it shall be the duty of that committee to encourage the creation of state organizations in states where such organizations do not exist; in collaboration with the Committee on Constitution and By-Laws to assist state organizations in the preparation of their organization documents and by-laws; to aid state organizations desiring to become members or affiliates of the Institute in the preparation of their applications or contracts of affiliations, as the case may be. (166-B-4-32)

Small Houses—Special Committee Created.

Resolved, That Robert D. Kohn (chairman), Dwight James Baum, Seymour Williams, and C. V. R. Bogert be appointed a special Committee on Small Houses to act under the instructions of the Convention, and that Mr. Kohn and Mr. Baum be instructed to nominate a fifth man; and that Mr. Williams and Mr. Bogert be requested to nominate a sixth man, for appointment on the committee. (168-B-4-32)

Information for Prospective Building Owners—Special Committee Created.

Resolved, That a special committee be appointed to consider and report to the Board upon the program for furnishing information to prospective building owners, as proposed by Director Adams in his annual report. (169-B-4-32)

Economic Value of Architectural Service—Special Committee Created.

Resolved, That a special Committee on Economic Value of Architectural Service be appointed by the President, and that James O. Betelle be requested to serve as Chairman. (170-B-4-32)

General Instructions to Committees.

Resolved, That the general instructions to all standing and special committees for 1932-1933 be as follows: To observe and carry out the instructions of the Sixty-fifth Convention, if any; to continue the general programs of committee work as now established, unless and until the same are modified or supplemented by subsequent instructions from the Board of Directors or Executive Committee; to carry out in connection with any Convention instructions the instructions of the Board of Directors or Executive Committee, as the same may be issued from time to time; to make progress reports to the Executive Committee and to the Board of Directors; and to observe strictly the appropriations allowed in the Budgets of 1932 and 1933. (171-B-4-32)

Professional Status of Architects Engaged by Construction Companies.

Resolved, That the report of Director Meyer to the effect that in his opinion the question of the professional status of architects engaged by construction companies and others, with particular reference to their eligibility for membership in the Institute, should not be pressed at this time, be accepted. (172-B-4-32)

Structural Service Work—Recommendations.

Resolved, That the recommendations in the annual report of Director Garber, with regard to the Structural Service Department's work and program, be referred to the Chairman of the Structural Service Committee for report to the Board. (176-B-4-32)

Proposed Division of Great Lakes Division—Recommendation.

Resolved, That the recommendation in the annual report of Director Garber, with regard to the creation of two divisions in place of the present Great Lakes Division, be referred to the Committee on Constitution and By-Laws for report to the Board. (177-B-4-32)
Report of the Treasurer.

Budget Appropriations Adjusted.

Resolved, That until further notice and beginning May 1, 1932, a reduction of ten per cent (10%) in salaries is effective for all employees of the Institute, except those under written contract. (178-B-4-32)

Resolved, That the General Fund income and General Fund appropriations of the Budget for the year 1932 as set up at the meeting of the Board of Directors in November, 1931, be amended and adjusted to show new income and net reductions in appropriations of approximately $26,000.00.

Annuary not to be Published—1932.

Resolved, That the Annuary be not printed in 1932; that an issue or issues of The Octagon contain a list of the Officers, the Directors, all Committees, Members elected since the publication of the 1931 Annuary, and Chapter V of the By-Laws as adopted by the Sixty-fifth Convention. (191-B-4-32)

Policies Recommended to Lending Agencies.

Resolved, That the suggested resolution of the Columbus Chapter concerning policies to be recommended to lending agencies, as referred to the Board of Directors by the Convention, be submitted to the Presidents of the Chapters of the Institute for their information and assistance in carrying out Chapter programs on similar work. (195-B-4-32)

Press of the A. I. A.—Proxy Elected.

Resolved, That the President, Ernest John Russell, be and hereby is elected proxy to attend the next annual meeting of the stockholders of The Press of The American Institute of Architects, and to cast the vote of the Institute for the election of members of the Board of Directors of The Press; and be it further (196-B-4-32)

Resolved, That the President, Ernest John Russell, be and hereby is elected proxy to cast the vote of The American Institute of Architects at any meeting of the Board of Directors of The Press, subsequent or prior to the next annual meeting for the purpose of filling any vacancies that may occur in the Board of Directors of The Press of The American Institute of Architects. (197-B-4-32)

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE

May 5, 1932

Members Present.

The Executive Committee met at The Octagon, in a special meeting, at 2:00 P. M. on May 5, 1932. The following were present: the President, Ernest John Russell; the Secretary, Frank C. Baldwin; the Treasurer, Edwin Bergstrom, the Second Vice-President, Horace W. Peaslee; also, the Executive Secretary, E. C. Kemper, and the Assistant Executive Secretary, G. T. Heckert.

The Secretary reported waivers of notice from all members of the Executive Committee, including the absent member, First Vice-President, Charles D. Maginnis.

The Secretary stated that new questions connected with the matters listed in the call for this special meeting had arisen since the adjournment of the Board on April 30. As all members of the Executive Committee were in Washington, except the First Vice-President, he had been decided to call a special meeting in order to take action thereon.

Construction League Appropriation.

Resolved, That an additional appropriation of $850.00 be made on the budget of 1932, to cover the cost of work done or to be done for the Construction League by the staff of the Institute at The Octagon, including time costs of the Executive Secretary and the Assistant Executive Secretary. (209-E-5-32)


Resolved, That the Executive Committee interprets the action of the Convention in granting authority to the Board of Directors to edit the By-Laws to make them consistent with the adopted amendments on Unification of the Architectural Profession to include authority to likewise edit the Constitution; (210-E-5-32) and be it further

Resolved, That the Chairman of the Committee on Constitution and By-Laws be and hereby is authorized and directed to edit the Constitution and the By-Laws to the end that both documents will be consistent with the amendments to the By-Laws as adopted by the Sixty-fifth Convention. (211-E-5-32)

(Other matters were considered and acted upon at this special meeting of the Executive Committee. When action thereon has been completed they will be reported to the membership.)
Pre-fabricated Homes.

Inventive genius has produced for the building industry countless materials and devices but up to the present time has been strangely inactive in devising new methods of construction. There have been few progressive improvements in structural principles involved in home building and we still employ the same methods which have been in use for hundreds of years.

The present period of economic stress is forcing the building industry to a more serious consideration of simpler and less expensive construction. Mass production of standardized units, lighter walls and floor systems, and better provision for insulation and fire protection may result from the intensive study of this interesting problem.

Producers see a possible outlet for their products and increased sales brought about by making home ownership possible to a large number of potential buyers who are not now financially able to build. There is, of course, the danger of loss of individuality and architectural character unless these qualities are intelligently considered. There may be a tendency to produce quantities of mere boxes which would be sorry excuses for human habitation.

One type of house which has attracted considerable attention is built entirely of sheet metal. Its construction requires about fourteen tons of steel. It is claimed that this type of house can be built for less than the ordinary frame house.

Rock wool is used to fill the box-like corrugations of which the walls are constructed and this serves as insulation and sound-proofing. A layer of wood fiber board is fastened to each metal sheet, both inside and out, and asbestos board, fastened to the outside with a structural adhesive, serves as protection from the elements. The interior is then finished with wallpaper or other decorative treatment.

The lumber industry is also attempting to develop a house which can be built in sections in the mill and erected with a minimum of time and labor. Standardized units for walls, floors and roofs can be constructed in quantities, transported to the building site and assembled. Again, the biggest problem is how to produce such a house and at the same time give each structure an individual touch to distinguish it from its neighbors.

A porcelain enamel house has been developed and has possibilities of manufacture on a mass production basis. The units of which it is composed are shallow rectangular panels with a cellular or fibrous board applied to a framework of fabricated sheet metal studding. These panels are held in place by a special system of bolts. Exterior finish is a matt glaze porcelain, resembling in color a rich buff limestone. Vertical joints are covered with porcelain enamel battens to keep out the weather, and horizontal joints are of a special ship lap type.

The interior can be some form of plaster base such as insulating wallboard or metal lath. Wall spaces will be filled with insulating material. Floors are to be framed of steel joists built up from welded sheet metal.

One of the problems involved in pre-fabricated construction is that of keeping the individual units sufficiently light in weight to permit ease of transportation and erection. Small units provide greater flexibility in arrangement and are less apt to offend the sense of scale. Carefully designed units, intelligently assembled, should be adaptable to low cost homes with some architectural merit.

Cutting and fitting materials on the job is always a wasteful and costly procedure. For some unexplainable reason the building industry has neglected this obvious defect in method and, as a consequence, home construction has not kept pace with other classes of construction. The architects' cooperation in these new developments is essential or the result is most certain to be a monotonous repetition of characterless structures, devoid of interest and lacking in those qualities which are necessary to encourage home ownership.

Building Codes.

A recent report of the Building Code Committee of the United States Department of Commerce states that a survey of building code requirements in cities of one thousand population and over, according to the 1930 census, indicates that there are approximately fifteen hundred building codes of various kinds in use throughout the United States. These codes range from very elementary regulations to most elaborate requirements for the subjects covered.

Eighty-eight cities reported that building codes in use have not been materially revised for twenty years. This is significant evidence of the inertia manifested in code revision. Architects who are compelled to conform with the provision of such obsolete ordinances and laws are seriously handicapped by their inability to make use of recent developments and progressive improvements in the art of building.
Code amendments and revisions are frequently blocked by selfish interests that are adequately protected under existing provisions. Many materials and methods which were considered essential to public health and safety when these codes were written have long since become obsolete. In most instances no provision is made for the approval of new materials and methods, which hampers progress in the building field.

Recommendations designed to assist local code committees and to bring about greater uniformity in code requirements are issued from time to time by the United States Department of Commerce Building Code Committee. During the past year these recommendations included a report on minimum requirements for fire resistance in buildings and a supplement to an earlier report on working stresses in masonry walls. Recent studies are expected to lead up to a report on exit facilities for buildings and will include counts to determine the rate at which persons pass through doorways, stairways, and exit passageways.

Further consideration has been given to the previously issued Recommended Minimum Requirements for Plumbing, with special reference to pipe sizes. A supplemental report has been issued. Evidence of the usefulness of these recommendations is shown by reports that they have been utilized in two hundred and eighty-one cities in connection with code revision.

The Chapters of the Institute can render a valuable service to the profession by taking an active interest in code revision and by urging the adoption of accepted national standards.

The Craftsman.

What is becoming of the craftsman? Handwrought details are becoming more difficult to obtain at reasonable cost, which is, no doubt, due very largely to the fact that few of the younger men are given an opportunity to learn the finer points of craftsmanship. Those who take a real pride in the quality and artistic merit of their work seem to be in the minority.

Carpenters frequently are very largely "saw and hatchet mechanics." The true artisan would scorn to produce much of the work so common today, which too often ignores even the generally recognized principles of good construction.

Brickwork frequently lacks that personal touch which marks the efforts of a true craftsman. Leaky walls, careless joining and poor workmanship generally mar otherwise commendable buildings. The argument that the work is "good enough" seems to be the criterion of acceptable standards of quality.

The architects' best efforts frequently are largely nullified by an unsympathetic execution of his most carefully studied details. He must exercise the greatest care in supervising his work to insure even a reasonable degree of artistic merit.

If true craftsmanship is to survive, the architectural profession must encourage the training of men to take up the work of those artist-craftsmen who are so rapidly decreasing in number. This modern age of machine production and efficiency is stifling interest in handicraft and the fashioning of materials skillfully by hand.

There are those who contend that modern tendencies to standardize materials and methods is largely responsible for the lack of skilled artisans. This is only partially true. Certain products must be standardized to meet the demands of modern construction practice. Properly applied, these same standardized materials afford an almost unlimited field of application, and in the hands of a skilled workman can be wrought into details worthy of the most exacting artist.

Modern technical developments have opened broad new fields for the application of artistic talent. There will always be a demand for handwrought works of art, and, incidentally, there will be commensurate profits in meeting this demand.

Aluminum as an Insulator.

Metals conduct heat more readily than do other materials commonly used for insulation and aluminum has a higher coefficient of conductivity than most meals. The use of aluminum as a heat insulator appears to be a contradiction of this well-known fact but a new method has been devised in which a very small quantity of metal enclosing considerable air is so arranged as to eliminate radiation and convection.

Thin sheets of aluminum foil are slightly crumpled and stacked upon one another so that countless air spaces of irregular size and shape are obtained. These sheets of foil are 0.00025 inch in thickness and three crumpled layers per inch seem to give best results according to tests made at Battelle Memorial Institute, Columbus, Ohio. This combination has a conductivity of 0.32 B. T. U.

The low weight of crumpled foil suggests its value where lightness is a desirable factor. Another advantage claimed for aluminum foil is that it does not lose its brightness through use as do most other metals. Bright metal surfaces reflect about ninety-five per cent of the radiant heat striking them. Aluminum protects itself with a thin layer of oxide which does not appreciably affect its brightness, while other metals have a tendency to tarnish.

Where weight is not a vital factor considerably better insulating values can be obtained by the use of flat sheets of foil or foil covered paper stretched over a lattice of thin wood. Tests indicate that best results are obtained with sheets spaced approximately one-half inch apart.
New Jersey Chapter—May Meeting.

Arthur B. Holmes announced that the June meeting of the New Jersey Chapter would be an outdoor meeting. This follows a well-established practice of many of the Chapters.

Kenneth M. Murchison, of the New York Chapter, entertained the members of the New Jersey Chapter at the May meeting with a thorough account of the trip to Paris made by the Beaux Arts Architects Society last year.

The talk was illustrated by moving pictures showing the various phases of the trip.

Northern California Chapter—May Meeting.

The members’ attention at the May meeting centered mainly upon the Honor Award Exhibit of the Chapter, which was being held in the M. H. deYoung Museum, San Francisco.

The President of the Chapter spoke of the unstinted effort of the Exhibit Committee to make the Exhibit a success. Through the recommendation of the Committee, an anonymous ‘Hanging Jury’ had been appointed, and the President believed that its judgment in the matter of what should be shown was instrumental in raising the standard of appearance of the display.

Oregon Chapter—June Meeting.

It was moved, seconded and unanimously carried that the Oregon Chapter endorse the candidacy of O. R. Bean, A. I. A., for city commissioner.

Later in the meeting, Mr. Bean gave an informal exhibit of the diagrams, charts and maps which he had prepared in connection with the proposed Housing Code. It was stated that the Chapter should get back of this Code and secure its passage by the City Council.

Philadelphia Chapter—July Meeting.

President Bencker reminded the meeting that the development of the plan of Philadelphia, with particular emphasis on the rehabilitation phase, had been selected for the major activity of the Chapter for the coming year. The organization so far developed comprises the following: Philadelphia Chapter; Executive Committee of the Chapter; Coordinating Committee; Committee on Planning, Housing, Small Houses, Spot Planning and Design; Technical Advisory Committee (representing other interested Associations); and nine Special Committees.

President Bencker introduced Mr. Thomas S. Buckley of the Bureau of Engineering and Surveys, who presented to the meeting interesting and enlightening outlines of the work thus far done by the City Planning Commission and its Associates.

Santa Barbara Chapter—June Meeting.

The following resolutions were adopted by the Santa Barbara Chapter at its June meeting:

1. Resolved, That the Chapter donate Ten Dollars ($10) to the Community Arts Association of Santa Barbara, to be used towards the expenses of displaying the House Beautiful annual architectural exhibit;
2. Resolved, That the Santa Barbara Chapter extend a vote of thanks and appreciation to Robert H. Orr for his untiring efforts to further the advancement of the California State Association of Architects;
3. Resolved, That the Santa Barbara Chapter endorse the movement to form the Santa Barbara Society of Association of California Architects.

Southern Pennsylvania Chapter—July Meeting.

Henry Y. Shaub opened a discussion of the recent removal of the Executive Secretary of the State Art Commission and stated that in his opinion this marked the beginning of a move to abolish the Commission.

It was moved and seconded that a suitable resolution of protest be drafted and presented to the proper authorities and that Henry Y. Shaub and Robert A. Stair be made members of a Committee, to prepare this resolution, with power to act as they deem proper. Motion passed.

Washington State Chapter—June Meeting.

“The June meeting marked the end of the first half of the Chapter calendar. Those who heard read at that delightful meeting the Secretary’s summary of Chapter and Board activities during the past five months, know that The American Institute of Architects, Washington State Chapter, is still doing business at the old stand. And that, after all, was our principal intention, so expressed at the beginning of the year: To maintain the Chapter as a state organization and eliminate sectionalism; to keep our membership together with little wailing over lack of business in our offices; to promote good fellowship amongst our members and get our fun out of other things than business; to balance our budget and carry on within our income; to set a standard of fees and not vary from it during a rather trying period; to interest the younger group in the Institute; and finally, realizing the Chapter has been in existence a long time and been outstanding in its accomplishments under established policies, not to be a new broom and attempt sweeping changes in these policies.”

(From a letter by President Holmes of the Washington State Chapter to the Chapter members.)
Who Pays for Blueprints?

The question "Who Pays for the Blueprints?" has been asked the Secretary of the Institute a number of times recently.

An inquiry from the Editor of a Trade Journal read, in part, as follows:

Plumbing and heating contractors in a fast-growing number of cities throughout the country advise that they now are being asked to pay for blueprints of jobs on which they are asked to submit bids by local architects.

Prices for these sets of blueprints range from $5 to $25.

"In certain instances it appears that the architects have sold as high as 75 sets of blue prints to as many different contractors in various branches of the building industry.

The conventional and ethical practice of asking contractors to make a deposit when plans are delivered to them by architects for estimating purposes and with such deposits being refunded by the architects to the contractors when the blueprints are returned seems to be undergoing an evolutionary process.

We are very much interested in this matter in behalf of plumbing and heating contractors and we would appreciate any information you will be good enough to give us concerning the attitude of The American Institute of Architects toward the practice of some architects who insist on a flat fee for the outright sale of blueprints to contractors who are asked to estimate on proposed construction jobs.

The Secretary referred this inquiry to T. E. Snook, Chairman of the Institute's Committee on Contracts, who replied to the Editor, in part, as follows:

The matter you refer to of payment for blueprints, either outright or as a deposit by contractors who receive them for estimating purposes, has never been officially discussed by the Institute, as it has never seemed necessary to do so.

I do not believe that an architect should sell blueprints to contractors for estimating purposes. On the other hand, he is not supposed to furnish more than a certain number, depending upon the size of the job, say six or a dozen sets for estimating. Should the owner require estimates from an unusually large number of contractors, I believe that the owner and not the contractors should pay for these additional sets of prints, as undoubtedly he expects to derive some advantage from the competition arising from the large number of bidders.

There are, however, cases in which a contractor, after he has been awarded the work, desires more sets of blueprints of his work than the architect judges to be necessary, in which case it is certainly fair to charge him the cost of these sets which are additional to those given him by the architect.

It is also, I believe, unusual to even require deposits, but in some cases I know it has been done for the purpose of making sure that drawings and specifications are returned to the architect in good condition, in which case the whole of the deposit is returned to the contractor.

Finally, the architect's services are for his client, and for which he is paid, by his client, and it is certainly unethical for him to endeavor in any way to make a profit from contractors on drawings and specifications for which he should be fully paid by his client."

Building Congress Movement—Australia.

Leslie M. Perrott, F. R. V. I. A., of Melbourne, Australia, writes to the Institute, stating that the Royal Victorian Institute of Architects is busy with the Building Industry Congress. He states that that Institute successfully inaugurated such a body last year, and all are surprised at the great amount of work the Congress has found to do. Mr. Perrott, Vice-Chairman of the Congress, stated that this Building Congress movement has impressed the building industry in Australia with the disorganized state which has existed in the past in this industry.

Construction League.

"Still larger than the Building Congress idea is the new move of the Construction League of the United States, in which all the national organizations of the construction industry have joined together in a conference body so that the several efforts of the industry as a whole may be coordinated in a unit of representation. It has been shown that the Construction League, which is yet a comparatively vague idea of fifteen of the national organizations which have joined it, in its two or three conference meetings of the group officers of the national association of the industry and the officers of the various congresses, has accomplished great good, a very marked result. A clearer understanding of what the industry stands for has been achieved, and support gained for some worthwhile things that are now under way." (New York Building Congress News.)

Acknowledgment—Carlos Obregon Santacilia.

"Through the Department of Foreign Affairs, I have received a diploma entitling me to become Honorary Corresponding Member of The American Institute of Architects.

"I consider it of great significance and a great honor that said appointment should fall upon me.

"I have always felt greatly interested in the efforts of the American Architects to make the architecture of our day, and this is one bond more which will help to further this ideal.

"I should be very grateful to you if you will kindly extend my deep appreciation to The American Institute of Architects for the honor which has thus been bestowed upon me."

(Nota: Mr. Santacilia, of Mexico, was elected an Honorary Corresponding Member by the Sixty-fifth Convention.)
Demonstration House—Detroit.

A house that was recently condemned as unsound and unsafe was remodeled and modernized. It is in Grand Circus Park only to illustrate what can be done to improve many similar homes in metropolitan Detroit.

"While the modernized house is only a few days old it has attracted widespread interest, not only locally, but from distant points. In three weeks it was transformed into a modern, livable place and opened with fitting ceremonies on July 1. Honorable Wilber M. Brucker, Governor of Michigan, in formally dedicating the house, said, 'I am glad to come down here on the first of July and find you engaged in a forward-looking movement. . . . I congratulate you on the transformation of a dilapidated house into a home of which any citizen should be proud. Placed here among the statues of men who were examples of statesmanship, it stands as an example to all our citizens of what can be done in the months to come to check the tobaggan and to prevent its happening again.'" (Weekly Bulletin—Michigan Society of Architects.)

Architectural Leadership—As a Public Service.

"The architect is urged to become a public factor in the community in which he is a member, he is urged to seek a position on the School Board, Library Board, Park Board, Zoning and taxing bodies, ever working to bring the profession into public life . . . to the extent never before attempted.

"As a member of the Chamber of Commerce, Rotary, Kiwanis, or other service organizations, it will afford the architect an opportunity for public service, small perhaps in itself, but in the end it will be found that men as a whole are ready to follow the leadership of professional men, and the call to the architect for leadership has been sounded as perhaps never before." (From an Address by President-Elect John R. Fugard, Monthly Bulletin—Illinois Society of Architects.)

Award of School Medal—Chapter Recognition.

Under the auspices of the Committee on Education, the School Medal of The American Institute of Architects, is awarded annually to that graduating honor student in Architecture in each of the twenty-nine schools of architecture recognized by the Institute.

At the University of Pennsylvania, the winner in 1932 of the Institute’s School Medal, John Davis, has received a letter of congratulation from the President of the Philadelphia Chapter, Ralph B. Bencker, and the Chairman of the Chapter’s Committee on Education, W. Pope Barney. The letter not only congratulates Mr. Davis, but extends to him the cordial greetings of the Philadelphia Chapter, and expresses the hope that he will find it possible to attend meetings of the Chapter and to learn something of its work for the profession.

Each of the twenty-nine schools of architecture, in which the school medal is awarded to an honor student, is located in the territory of an Institute Chapter.

To those twenty-nine Chapters, the Institute commends the action of the Philadelphia Chapter as described above, and expresses the hope that each of them will do likewise.

Hereafter, the Secretary of the Institute will notify Chapter Secretaries of the names and schools of the winners of the School Medals in their jurisdictions.

Institute of Art.

An Institute of Art will be held in Providence, Rhode Island, on November 11, 12, and 13 under the joint auspices of Brown University and the Rhode Island School of Design. This Institute is part of a general community program in art which will be carried on during the year 1932-33 under a special grant of funds from the Carnegie Corporation.