

ASSOCIATION BUSINESS

AD INTERIM BUSINESS OF THE BOARD OF DIRECTORS.

Office of the Secretary, 192 Roseville Ave., Newark, N. J.

LETTER NO. 9.

January 3, 1924.

To the Members of the Board of Directors:

46. *Minutes of the Third Meeting of the Board of Directors, American Pharmaceutical Association:* The third meeting of the Board of Directors of the American Pharmaceutical Association was called to order by Chairman Beal, at the Hotel Washington, Washington, D. C., at 9:25 A.M., December 7, 1923. The following members of the Board were present: Whelpley, Beringer, Godding, Hilton, Scoville, Beal, LaWall, Fischelis, Army, Kelly and Day.

The following were present by invitation and were extended the privilege of the floor: E. G. Eberle, H. C. Christensen, L. L. Walton and A. G. DuMez.

The chairman called for a report of the committee appointed to draw up by-laws for the Board, and the report was read by Chairman Fischelis of the committee. The proposed by-laws were then considered section by section, and amended, after which upon motion by Beringer, seconded by Army, they were adopted as a whole. The by-laws as adopted read as follows:

BY-LAWS OF THE BOARD OF DIRECTORS.

CHAPTER I.

THE ELECTION OF OFFICERS.

Article 1. The officers of the Board of Directors shall consist of a Chairman, a Vice-Chairman and a Secretary who shall be elected for a term of one year or until their successors shall be chosen.

They shall be elected and assume the duties of their respective offices at the organization meeting of the Board held immediately after the final general session of the American Pharmaceutical Association at its annual convention.

Article 2. The Chairman shall preside at all meetings of the Board of Directors and in his absence or on account of inability from any cause, the Vice-Chairman shall assume the duties of the Chairman or, in the absence of both, a Chairman *pro tempore* shall perform the duties of the Chairman.

Article 3. The Secretary shall keep fair and correct minutes of the proceedings of the meetings and carefully preserve all reports and communications received by the Board of Directors. He shall receive an annual salary not to exceed \$300 and the amount of his expenses incident to the meeting, in addition to his salary.

He shall conduct the official correspondence of the Board of Directors and arrange for the transaction of the business of the Board of Directors by correspondence in the interim between meetings. He shall announce all votes promptly and keep the members of the Board informed of all business at regular intervals.

CHAPTER II.

COMMITTEES.

Article 1. The standing Committees of the Board of Directors shall consist of a Committee on Finance, a Committee on Property and Funds and a Committee on Publications.

Article 2. The Committee on Finance shall consist of three members of the Board of Directors to be appointed by the Chairman of the Board, subject to the approval of the Board and shall each year, previous to January 1, present to the Board for its consideration a list of appropriations to cover the various expenditures of the ensuing fiscal year. No payment shall be made in excess of any of the said appropriations, except by a special vote of the Board of Directors. Provided, however, that the Treasurer is authorized to transfer from one appropriation account to another such amount as may be needed at any time, the amount of any such transfer not to exceed the sum of fifty (\$50.00) dollars.

All motions and resolutions involving the expenditure of any sum in excess of \$25.00 shall

have the approval of the Finance Committee before being acted upon by the Board of Directors.

All appropriations made for any fiscal year shall lapse at the end of the said fiscal year. Provided, however, that accounts properly chargeable against any of said appropriations prior to their expiration, but not received by the Secretary of the Association until after the end of the fiscal year, may be paid from such appropriation, in case the warrant for such payment be drawn not later than thirty days after the expiration of said fiscal year.

Article 3. The Committee on Property and Funds shall consist of the President, the Treasurer, the Chairman of the Board, the Chairman of the Committee on Finance and the Secretary of the Association.

It shall have charge of the administration of all of the property and established funds of the Association.

The Committee shall consider applications for grants from the interest derived from the established funds and at as early a date as possible shall report to the Board of Directors such recommendations as may be deemed proper.

The Board of Directors shall pass upon the recommendations of the Committee and in case the grants are approved, the Chairman of the Board shall direct orders to be drawn upon the Treasury in favor of those to whom grants have been made.

Article 4. The Committee on Publications shall be appointed by the Chairman of the Board and shall consist of three members of the Board of Directors, subject to approval by the Board of Directors, the Editor-in-chief of the JOURNAL, the Secretary of the Association and the Editor of the YEAR BOOK and the Treasurer. The Chairman of the Committee shall be appointed by the Chairman of the Board. The Editor of the JOURNAL and the Editor of the YEAR BOOK shall have no vote in the Committee.

The Committee on Publication shall have charge of the editing, publication and distribution of the YEAR BOOK and the JOURNAL of the Association and such other publications as may be issued under the rules and regulations to be approved by the Board of Directors. The Committee may delegate the authority for editing, publishing and distributing the JOURNAL and YEAR BOOK to the respective editors subject to such rules and regulations as the Committee may pass from time to time.

The Editor-in-chief of the JOURNAL and the Editor of the YEAR BOOK shall be elected by the Board of Directors and shall receive for their services such compensation as the Board may direct.

In case of resignation, illness or other inability of an Editor to carry on the work of the JOURNAL or the YEAR BOOK or other publications the Committee on Publication shall be authorized to make the best arrangements possible to continue the work.

Article 5. Special Committees may be appointed as needed and shall expire at the end of the annual meeting unless specific provision is made for their continuance.

CHAPTER III.

MEETINGS.

Article 1. The Board of Directors shall meet previous to the assembling of the Association and at such other times as it may determine, or at the call of the Chairman.

On the written applications of five members of the Board, the Chairman shall call a special meeting.

Six members of the Board shall constitute a quorum.

CHAPTER IV.

ORDER OF BUSINESS.

Article 1. The order of business at regular meetings of the Board of Directors shall be as follows unless otherwise determined.

1. Call to order and roll call.
2. Reading of minutes.
3. Reading of communications.
4. Reports of committees.
5. Unfinished and deferred business or such business as is especially referred to the Board

from the Association.

6. The election of members of the Association.
7. New business.
8. Adjournment.

CHAPTER V.

MISCELLANEOUS.

Article 1. A majority of the members of any of the standing committees shall constitute a quorum for the transaction of business.

Article 2. Questions arising in the interim between meetings may be submitted to the members by mail and motions so submitted shall not require a second. A majority of the votes cast, provided they constitute a quorum of the Board or Committee, shall decide the question.

Article 3. Every proposition to alter or amend these by-laws shall be submitted in writing at one session and may be balloted for at the next session of the Board, when upon receiving a vote of three-fourths of the members present it shall become a part of these by-laws.

The report of the Committee on Committees was then called for and read by the Secretary of the Board. The suggestions of the Committee were that the following standing Committees be appointed, to facilitate the work of the Board: a Committee on Finance, a Committee on Publications and a Committee on Property and Funds. Upon motion by Army, seconded by Beringer, the report was approved.

The question of providing for the appointment of certain special committees of the Association and delegates which had been referred to the Board of Directors' Committee on Committees was then discussed. The outcome of the discussion was a motion by Whelpley, seconded by LaWall, that the Board of Directors concur in the ruling of the Chairman of the Board, that the Constitution and By-Laws of the Association now provide for the appointment of special committees by the Chairman of the House of Delegates, and the appointment of delegates to other associations, by the President of the Association. The motion was carried.

It was moved by Beringer, seconded by Whelpley, that it is the sense of the Board of Directors that the Committee on Pharmaceutical Nomenclature be appointed by the President of the Association and report to the Scientific Section: that the Committee on Health Insurance, the Committee on Patents and Trade Marks, the Committee on Pharmacists in the Government Service, the Committee on Time and Place of Meeting, and the Committee on Affiliation of Pharmacists and Physicians be appointed by the Chairman of the House of Delegates, and report to the House of Delegates; that the Committee on Physiological Testing be appointed by the President and report to the Scientific Section; that the Committee on Weights and Measures be appointed by the President and report to the House of Delegates; that the Committee on Procter Fund be appointed by the Board of Directors and report to the Board of Directors; and that the Board of Directors recommend to the Committee on Constitution and By-Laws that provisions be made accordingly. The motion was carried.

Chairman Beal asked Dr. Walton to present his suggestions on the necessary changes in the Constitution and By-Laws of the Association. Dr. Walton read his suggested changes and commented on them.

It was moved by LaWall, seconded by Kelly, that Dr. Walton be given a unanimous vote of thanks by the Board for his painstaking study of the subject. The motion was carried.

It was moved by LaWall, seconded by Kelly, that Dr. Walton's suggestions be referred to the Committee on Constitution and By-Laws, and that the individual members of the Board be asked to study the suggestions carefully and send comments and suggestions to the Chairman of the Committee on Constitution and By-Laws within thirty days. The motion was carried.

It was moved by Army, seconded by LaWall, that the Committee on Constitution and By-Laws of the Association be authorized to hold a special meeting as soon as convenient for the purpose of considering revision of the Constitution and By-Laws of the Association, and that Dr. Walton be asked to meet with the Committee. The motion was carried.

The first session of the meeting adjourned at 12:50 P.M. to meet again at 2:00 P.M.

The second session of the third meeting of the Board of Directors of the American Pharmaceutical Association was called to order at 2:15 P.M. by Chairman Beal. The following members

of the Board were present: Whelpley, Beringer, Godding, Hilton, Scoville, Beal, LaWall, Fischelis, Arny, Kelly and Day. The following were present by invitation: E. G. Eberle, H. C. Christensen, A. G. DuMez, L. L. Walton and H. A. B. Dunning.

The first subject opened for discussion was the offer of the American Druggists' Fire Insurance Co. to provide headquarters for the American Pharmaceutical Association in its proposed new building in Cincinnati. Dr. Beal, as Chairman of the Committee on Headquarters Building, reported the progress that had been made by his committee and recommended that the Secretary of the Association be instructed to send a letter of thanks to the American Druggists' Fire Insurance Co. and ask that the limit of the offer be extended six months. A motion to this effect made by Whelpley, seconded by Arny, was carried.

Dr. Beal then called attention to the fact that he had invited Dr. Dunning to present his plan for raising funds for the headquarters building of the American Pharmaceutical Association and asked Dr. Dunning to present his plans. Dr. Dunning explained the plan in detail and it was then discussed by Messrs. Beal, Arny, Whelpley, Scoville, Kelly, Hilton, Day and Fischelis. It was moved by Whelpley, seconded by Beringer, that a campaign committee of five be appointed, with Dr. Dunning as Chairman, to cooperate with the present headquarters committee. The motion was carried.

It was moved by Hilton, seconded by Scoville, that the vote to ask the American Druggists' Fire Insurance Co. for an extension of time on their offer be reconsidered. The motion was carried.

It was moved by Hilton, seconded by Beringer, that in the judgment of the Board of Directors it would be unwise to accept the generous offer of the American Druggists' Fire Insurance Co. The motion was carried. The Secretary was instructed to advise the company of the action of the Board.

It was moved by Whelpley, seconded by Arny, that the American Pharmaceutical Association headquarters building should be arranged to offer office space to affiliated national associations. The motion was carried.

It was moved by LaWall, seconded by Whelpley, that subscriptions for the headquarters building fund be taken with the understanding that the actual location of the headquarters building be decided upon by a vote of the entire membership. The motion was carried.

It was moved by LaWall, seconded by Beringer that any portion of the contributed sum not required for building and equipment be placed in a permanent fund, the income of which only, can be used for maintaining the building or research work. The motion was carried.

It was moved by Godding, seconded by Whelpley, that the expense of the campaign for contributions shall be paid out of the current funds. The motion was carried.

It was moved by Whelpley, seconded by Beringer, that contributions of at least \$25, from non-members, shall entitle the contributor to a year's membership in the Association, and that contributions of \$1000 or more from any member or non-member shall entitle such contributor to life membership in the Association. The motion was carried with one dissenting vote. Dr. Arny desired to be recorded as voting "no."

It was moved by Whelpley, seconded by Beringer, that the Secretary, the Treasurer and the Editor of the JOURNAL be notified of the foregoing action so that steps can be taken to properly classify those who become members by virtue of their contributions. The motion was carried.

Dr. Kelly read the following letter:

"WM. B. DAY, Gen. Secty.
Chicago, Ill.

"My dear Mr. Day:

"In winding up our expense account for the meeting of the A. Ph. A. held at Asheville, N. C., Sept. 1923, I find we have an excess of receipts over disbursements of practically 45%.

"We have refunded all the donors to this fund at this rate, and as we collected from 292 tickets issued members of the A. Ph. A. at \$4.00 each or \$1168.00, we thought it nothing but fair to refund 45% of this amount to the A. Ph. A. to be used in their building fund, or for any other purpose the proper officers see fit.

"I am enclosing check for \$526.60 and will ask you to have the proper officer acknowledge receipt of same to me.

"It was found impossible to issue check of \$1.80, to each of the members in attendance, and this is the best disposition I can make of same.

Sincerely,

C. A. RAYSOR,

Treas., Amer. Ph. Assn. Local Fund."

It was moved by Beringer, seconded by Scoville, that Mr. Raysor's letter be acknowledged with thanks and that the \$526.60 be added to the headquarters building fund. The motion was carried.

Dr. Hilton read the following statement and resolution passed at the recent meeting of the National Drug Trade Conference and called the attention of the Board to the importance of the subject referred to, in the resolution:

"It is the unanimous opinion of the representatives of the various drug and pharmaceutical organizations comprising the National Drug Trade Conference here assembled that the Digest of Comments on the U. S. Pharmacopœia and the National Formulary, compiled and issued by the Hygienic Laboratory of the Public Health Service of the Treasury Department, fills an important need of, and is of great general value to medicine, chemistry and all branches of pharmacy and the drug trade.

"The discontinuance of this publication, which has appeared annually for the past seventeen years, would be a distinct loss to these interests, therefore,

"Be it Resolved:

"That the Surgeon-General of the United States Public Health Service be informed through the Secretary of the Treasury of the importance of this compilation to the drug, medical chemical and pharmaceutical interests and of the esteem in which it is held by them; that it be pointed out that the need for this publication has in nowise diminished since the work was first begun and that an interruption at this time, or any other time, would mean a serious loss to those who have come to depend upon the publication for information unobtainable elsewhere;

"That the Surgeon-General be urged to set an adequate force to work on this compilation so that it may be brought up to date and thus made of the utmost value to those who use it.

"In this connection, it is desired to call attention to the fact that when the work was first begun, there were four people engaged in the task, whereas we have been informed that there are only two on the work at present, and they do not give their full time to it."

It was moved by Hilton, seconded by Army, that the Secretary be instructed to notify the Secretary of the Treasury and the Surgeon-General of the U. S. Public Health Service of the need for the Digest of Comments on U. S. P. and N. F. The motion was carried.

Dr. Kelly introduced Mr. Horn and Mr. Kennady of the Horn and Shafer Co., printers, of Baltimore, Md., who presented a plan for increasing the advertising in the JOURNAL and taking over both the printing and soliciting of advertising. After these gentlemen had answered a number of questions propounded by Messrs. Beringer, Whelpley and Fischelis, the meeting adjourned at 6:45 P.M. to reconvene at 8 P.M.

The third session of the third meeting of the Board of Directors was called to order by Chairman Beal at 8 P.M.

The Secretary presented the following applications for membership numbered 186 to 255, which were unanimously approved. The Secretary was instructed to cast a ballot electing the applicants to membership and the applicants were declared to be duly elected.

No. 186, Edward L. Estes, 314 Washington St., Portland, Oregon; No. 187, Perry Orville King, LaCrosse, Washington; No. 188, W. Hal. McNair, 29 North Main St., Ashland, Oregon; No. 189, A. Rodamar, c/o Levinger Drug Co., Baker, Oregon; No. 190, Lawrence L. Coleman, 395 E. Burnside, Portland, Oregon; No. 191, Sidney R. Allen, 86—9th Ave., East, Eugene, Oregon; No. 192, C. S. Blackmon, c/o Blackmon Drug Co., Haines, Oregon; No. 193, Oliver Long, Tobacco-ville, N. Carolina; No. 194, James Lee Thompson, Chapel Hill, N. C.; No. 195, Percy Owen Maloney, R. F. D. No. 1, Bothell, Washington; No. 196, Harriet Vivian Snidow, 1002 E. 42nd St., Seattle, Washington; No. 197, Floyd G. Pettengill, 4308—9 N. E., Seattle, Washington; No. 198, Frank A. Lee, 425—15th Ave., North, Seattle, Washington; No. 199, Joseph Raymond Anderson, 2214 No. 56th St., Seattle, Washington; No. 200, Russell Arnon Cain, 912 E. Lynn St., Seattle, Washington; No. 201, Harold Kurlander, 5821 Clemens Ave., St. Louis, Mo.; No. 202, Homer

Elwood Simpson, 318, 320 Market St., Norfolk, Va.; No. 203, Emerson Lee Mann, Big Stone Gap, Va.; No. 204, Louis Marra, 50 Fourth St., Providence, R. I.; No. 205, Oscar Bernard Kessler, 1020 S. Paulina St., Chicago, Ill.; No. 206, Charles Louis Van der Aue, 2325 S. Millard Ave., Chicago, Ill.; No. 207, Rose Steinberg, 4911 N. Lawndale Ave., Chicago, Ill.; No. 208, D. S. Williams, Pembroke, Va.; No. 209, H. Gold, 920 Maxwell St., Chicago, Ill.; No. 210, Lloyd E. Maso, Altoona, Iowa; No. 211, David Sidney Goldberg, 702 E. 51st St., Chicago, Ill.; No. 212, Murl Edward Beauchamp, 1301 W. Capitol Ave., Little Rock, Ark.; No. 213, Clarence Edgar Dieterichs, 1766 Sunnyside Ave., Chicago, Ill.; No. 214, Paul Keneth Williams, Williams Drug Co., Vinita, Okla.; No. 215, Herman Henry Horst, 309 So. Main St., Stuttgart, Ark.; No. 216, George Wm. Novotny, 172 So. Longcommon Road, Riverside, Ill.; No. 217, Charles Edward Crook, 2361 Whitney Ave., Hamden, Conn.; No. 218, Fred B. Watkins, 16 W. Main St., Grafton, W. Va.; No. 219, John J. Revicha, 5406 So. Hermitage Ave., Chicago, Ill.; No. 220, Paul F. G. Reisbich, 11 No. Main St., Belleville, Ill.; No. 221, Jesse Leroy Peavy, Dierks, Ark.; No. 222, Charles Curtis Pate, 159 W. 80th St., New York City; No. 223, A. B. Hunt, McNeil, Ark.; No. 224, R. L. Meek, Ashdown, Ark.; No. 225, Herbert W. Parker, 504 Main St., Jonesboro, Ark.

Editor Eberle submitted a report to the Board of Directors for publishing the JOURNAL for 1924. Parts of the report follow, partly in abstract.

"The Editor has conferred with quite a number of publishers. Some preferred not to bid on the work and others simply made the statement that the prices for the coming year were the same prices they had made last year. This was practically true with all of them."

"I have had a new copy made of comparisons made last year. The prices last year were based on 128 reading and ad pages and for 4000 copies. The bids for this year are for 96 pages and on the basis of 4400 copies."

"The prices submitted by the Eschenbach Printing Co. are the same as at the present time except on paper, presswork and binding for which they have made a graded reduction when the number of copies printed is 4000 or more. They have also submitted prices which scale downward for 5000, 10,000, 15,000, 20,000 and 30,000. The basis of our comparison, however, must be the price actually charged us by the Eschenbach Printing Co. for the September number as we have asked other publishers to use that number as a basis for their calculation. The Eschenbach Printing Co.'s price for publishing the JOURNAL not including cuts or postage which are cash items was \$702.08."

I have not gone into great detail, simply using the above as a basis and to determine whether other publishers were lower. In going through the list it is clearly evident that the Eschenbach Printing Co. is lower than other publishers who have submitted bids. Bids were asked from the following, some of which simply reaffirmed their bid of last year. They are: Franklin Printing Company of Philadelphia, the Shade Printing Co. of Philadelphia, Stoneman Press of Columbus, Ohio, the Printing Products Corp. of Chicago, J. B. Lippincott Co. of Philadelphia, the Intelligencer Printing Co. of Lancaster, the Joseph Borning Printing Co. of Cincinnati, the Lancaster Press of Lancaster, Pa., and the Horn-Shafer Co. of Baltimore.

"It is understood, of course, that the prices made are not to be given to others who have favored the JOURNAL with bids. To all of them we are thankful. It is necessary for us to keep in touch with other publishers so that we may know that the Association is getting the best possible prices and service. I am confident as far as it is possible to determine that we are getting exceptionally good prices and it is only just to say that the Eschenbach Printing Co. comply strictly with their agreement and always exhibit an interest in the publication of the JOURNAL. I recommend that the printing of the JOURNAL be continued with the Eschenbach Printing Co.

E. G. EBERLE, *Editor.*"

It was moved by Army, seconded by Beringer, that the report of the Editor be received and the proposed contract with the Eschenbach Printing Co. for printing the JOURNAL during 1924, be approved. The motion was carried.

It was moved by LaWall, seconded by Hilton, that the Committee on Endowment Fund be requested to remain inactive while the Committee on Headquarters Building Fund is soliciting contributions.

The question of a bulletin service to the members of the American Pharmaceutical Association was then brought up. The correspondence of Dr. Newcomb based on the resolution relating

to bulletin service, passed by the Association at the Asheville convention, was read and copies of bulletins sent out by the Northwest Pharmaceutical Bureau were shown to the members. All of the Board members in attendance took part in the discussion and it was finally moved by Beringer, seconded by LaWall, that a sum not exceeding \$1000 be appropriated to issue four bulletins to the entire membership along lines suggested by Dr. Newcomb and that a questionnaire in the form of a return card be attached to each of the three bulletins on which members can indicate their desire to have the supply of bulletins continued and that the bulletin service shall be continued or discontinued on the basis of the desire expressed by the membership. The motion was carried.

Dr. Army called attention to the present status of the proposed A. Ph. A. Recipe Book. He explained that Chairman Lascoff of the Committee on Recipe Book was ready to go ahead with the editing of some of the "copy" and had requested an appropriation for editorial assistance. Some of the members of the Board were of the opinion that the work of gathering recipes and trying them out had not received as detailed a study as might be desired. It was moved by LaWall, seconded by Scoville, that President Army and Secretary Fischelis be appointed a Special Committee to investigate and report on the present status of the Recipe Book.

It was moved by Whelpley, seconded by Army, that the Secretary be authorized to procure such stationery as is necessary for conducting the work of this office and that the names and addresses of the members of the Board appear thereon. The motion was carried.

It was moved by Whelpley, seconded by LaWall, that the Secretary be instructed to edit the minutes of the Board of Directors before sending them to the Editor of the JOURNAL.

Chairman Beal announced the following committee appointments. Committee on Finance: C. H. LaWall, *Chairman*, H. M. Whelpley and E. F. Kelly. Committee on Publication: R. P. Fischelis, *Chairman*, G. M. Beringer, H. V. Army, Secretary Day, Treasurer Kelly and Editors Eberle and DuMez.

The members of the Committee on Property and Funds are specified in the by-laws adopted by the Board. The committee appointments were approved by the Board.

It was moved by Hilton, seconded by LaWall, that the Treasurer be authorized to transfer \$600 to the travel expense account. The motion was carried.

It was moved by LaWall, seconded by Army, that the expenses of E. G. Eberle and L. L. Walton incident to attending this meeting be paid by the Association. The motion was carried.

It was moved by Whelpley, seconded by Army, that the general rules, the rules of finance and the rules of publication be referred to the Committee on Constitution and By-Laws for consideration in connection with the general revision of the by-laws. The motion was carried.

It was moved by Beringer, seconded by Fischelis, that the Finance Committee be directed to engage a competent auditing firm to audit the accounts of the Treasurer. The motion was carried.

Upon motion by Scoville, seconded by Army, the meeting adjourned at 11:25 P.M.

ROBERT P. FISCHELIS,
Secretary, Board of Directors, A. Ph. A.

COMMITTEE REPORTS

REPORT OF THE PHARMACEUTICAL SYLLABUS COMMITTEE SEPTEMBER 1, 1923.*

To the American Pharmaceutical Association:

The Pharmaceutical Syllabus Committee makes the following report for the past year: The third edition of the *Pharmaceutical Syllabus* was issued and distributed late in 1922. The *Syllabus* endeavors to aid the colleges of pharmacy in planning their courses and the boards of pharmacy in preparing their examinations. It serves as a means for coördinating the work of the colleges and the boards. There is nothing compulsory about the use of the *Syllabus*, however, as it tries to be helpful to those who need or desire to use it and no one is obliged to use any part that he does not find helpful.

* The report was adopted and referred with favorable recommendation to the Board of Directors.