

## ANNUAL REPORT OF BOARD OF DIRECTION.

At the close of the Convention in February, 1915, a new president was elected, and several changes made in the Board of Direction. The new officers had some difficulty in getting started in their annual work. The condition of the papers and other affairs at headquarters had to be straightened out, and this took several months. In the spring and early summer several numbers of the JOURNAL, from March to August, 1915, inclusive, and also for March, 1914, were published. In August, Mr. C. L. Fish resigned the office of secretary, and since September 1, Mr. John M. Goodell has served, without compensation, as acting secretary, doing most valuable and important work, and the Institute has flourished under his management.

Due to a number of circumstances entirely beyond our control, various sources of income which we anticipated would be received were not forthcoming, very materially reducing our resources. It has, therefore, been necessary to discontinue the publication of the monthly JOURNAL, as this exceeded our resources. We shall, in the future, publish from time to time at irregular intervals reports of committees, and such other matter as we can, and circulate them among our members. A number of meetings of the Executive Committee and of the Board of Direction have been held during the year. The Treasurer's report is submitted for your consideration.

It has been decided to discontinue the office in Philadelphia and all paid employees. The President has consented to furnish the Institute, free of charge, the use of his offices in Boston to conduct the affairs of the Institute. The activities of the Institute, therefore, will not be handicapped by the change in office location, and regular meetings of the officers will be held and the work of committees will be continued.

LEONARD C. WASON,  
*President.*

JOHN M. GOODELL,  
*Acting Secretary.*

## ANNUAL REPORT OF TREASURER.

Under Article IV, Section 1, of the By-Laws of the Institute, its fiscal year begins on July 1, and under Article II, Section 6, the accounts of the Secretary and Treasurer are audited annually. In accordance with these requirements, the accounts were audited, as of July 1, 1915, by Lybrand, Ross Bros. & Montgomery, Certified Public Accountants, of Philadelphia.

They reported a bank balance of.....	\$1,796.75	
and a cash balance of.....	100.00	
		\$1,896.75
In the period between July 1, 1915, and February 1, 1916, the receipts have been.....		7,805.39
		\$9,702.14

NOTE.—Of this amount \$800 has been paid in for specified purposes and is not available for current Institute expenses.

The expenditures during the period from July 1, 1915 to February 1, 1916, were.....		\$7,494.26
Balance, February 1, 1916.....		\$2,307.88

NOTE.—Of this amount, \$100 was cash on hand and \$800 more was available only for specific purposes named by donors.

PHILADELPHIA, PA., 20th August, 1915.

*American Concrete Institute,  
Bellevue Court Building,  
Philadelphia.*

DEAR SIRS:

We report that we have audited the accounts of the Institute for the period from 13th February, 1915, to 30th June, 1915, and with the exception of a few clerical errors which were adjusted during the course of our audit found them to be correct.

Of the uncollected subscriptions amounting to \$3,375.00, as shown by the annexed statement, \$1,450.00 are pledged with signatures of the pledgers on the subscription list and \$1,925.00 without signatures on the subscription list.

The subscriptions not definitely pledged amounting to \$1,350.00 are not entered in the books of the Institute.

We submit herewith the following statements:

Balance Sheet, 30th June, 1915.

Statement of Receipts and Disbursements for Year ended 30th June, 1915.

Uncollected Subscriptions, 30th June, 1915.

Very truly yours,

(Signed) LYRAND, ROSS BROS. & MONTGOMERY.

## ANNUAL REPORT, BOARD OF DIRECTION.

527

## BALANCE SHEET, 30TH JUNE, 1915.

Cash:	ASSETS.	
In bank.....		\$1,796.75
On hand.....		100.00
		<u>\$1,896.75</u>
Accounts receivable:		
Dues, etc. (subject to adjustment).....		\$7,657.05
Subscriptions.....		3,375.00
C. L. Fish.....		135.00
		<u>11,167.05</u>
Inventories:		
Proceedings.....		\$2,781.49
Journals.....		1,026.00
Membership pins and certificates.....		94.05
Miscellaneous reports and standards.....		101.25
Furniture and fixtures.....		244.50
Printing and stationery.....		77.50
		<u>4,324.70</u>
		<u>\$17,389.19</u>

## LIABILITIES.

Accounts Payable:		
John C. Winston Co.....		\$816.97
R. L. Humphrey.....		1,147.79
Lybrand, Ross Bros. & Montgomery.....		300.00
E. E. Krauss.....		17.57
National Fire Protective Association.....		25.00
William Dawson Sons.....		5.00
E. A. Wright Bank Note Co.....		1.10
Colonial Springs Co.....		1.00
Liberty Typewriter Co.....		2.50
		<u>\$2,316.93</u>
Advances from members and non-members for bindings, proceedings, dues, etc.....		136.79
Surplus, subject to adjustment of accounts receivable.....		14,935.47
		<u>\$17,389.19</u>

## STATEMENT OF RECEIPTS AND DISBURSEMENTS

For the Year ended 30th June, 1915.

## RECEIPTS.

Balance, July 1, 1914.....		\$41.67
Dues.....	\$1,360.65	
Publications:		
Sales, Proceedings.....	\$330.71	
" Standards.....	887.84	
" Journals.....	41.00	
" Membership certificates.....	29.50	
	<hr/>	1,289.05
Subscriptions.....	14,125.00	
Advance by R. L. Humphrey.....	175.00	
Miscellaneous.....	7.27	
	<hr/>	16,956.97
Total receipts.....		<hr/> 16,998.64

## DISBURSEMENTS.

Salaries.....	\$2,911.90	
Office rent.....	820.85	
Printing, etc.:		
Proceedings.....	\$3,688.09	
Journals.....	2,870.08	
Standards, reports, circulars, etc.....	860.57	
	<hr/>	7,418.74
Chicago Convention expenses.....	1,617.85	
R. L. Humphrey's expenses incurred obtaining sub- scriptions.....	1,000.00	
Membership Buttons and Certificates.....	172.75	
Storage.....	100.00	
Research Fund and Contingencies.....	299.54	
Auditing.....	70.00	
Office and miscellaneous expenses.....	689.76	
	<hr/>	
Total Disbursements.....		\$15,101.89
Balance June 30, 1915:		
In bank.....	\$1,796.75	
On hand.....	100.00	
	<hr/>	\$1,896.75
		<hr/> \$16,998.64

## MINUTES OF MEETINGS OF THE BOARD OF DIRECTION.

MEETING OF THE BOARD OF DIRECTION, HELD AT AUDITORIUM HOTEL,  
CHICAGO, ILL., FEBRUARY 10, 1915.

Present: Wason, Anderson, Boyer, Hatt, Humphrey, Lindau, Turner and Fish.

Upon motion, it was voted that Mr. Charles L. Fish be elected Secretary of the Institute, to take office at the close of the Convention.

Upon motion, it was voted that Edward D. Boyer and Henry C. Turner become members of the Executive Committee to serve with the President, Treasurer, and Secretary *ex officio*.

Upon motion, it was voted that the Finance Committee be composed of Leonard C. Wason, Henry C. Turner and Robert W. Lesley.

Upon motion, it was voted that the thirteen regular Technical Committees of the Institute be continued with their present chairmen, with the exception that Mr. Cloyd N. Chapman succeed Mr. Leonard C. Wason as Chairman of the Committee on Concrete Surfaces. The President to consult with the various chairmen as to the personnel of their committees.

Upon motion, it was voted that the Secretary be bonded in amount of \$2,500, the bond premium being paid by the Institute.

Upon motion, it was voted that the Executive Committee be allowed to determine the methods of disbursing funds.

Upon motion, it was voted that a Committee of Three be appointed to make a report, outlining a program of research work.

Upon motion, it was voted that the books of the Institute be closed as of date February 13, 1915, and audited by Lybrand, Ross Bros. & Montgomery.

Upon motion, the meeting adjourned.

MEETING OF THE EXECUTIVE COMMITTEE, HELD AT 11 BROADWAY, NEW  
YORK, N. Y., APRIL 23, 1915.

Present: Wason, Boyer, Turner and Fish.

*Depository of Funds.*—Upon motion, it was voted that the Depository of the Institute be the Girard Trust Company of Philadelphia, and that the signatures required for the withdrawal of such funds shall be those of the President, Treasurer and Secretary.

*Subscription to Journal.*—Upon motion, it was voted that the subscription price to the Journal of the Institute be in amount equal to the membership dues.

*Time of Holding Convention.*—It was unanimously agreed that the month of February be established as the time of holding the Annual Convention of the Institute.

*Gift of Past Proceedings to Subscribers.*—It was unanimously agreed that the Institute present to the various subscribers to the fund, cloth-bound volumes of past Proceedings beginning with Volume IV, and that same be accompanied by an appropriate letter from the President.

*Nominating Committee.*—It was unanimously agreed that the May number of the Journal contain a letter ballot for committee of five members on Nomination of Officers and that a return envelope be included in same.

Adjournment.

MEETING OF THE BOARD OF DIRECTION, HELD AT HOTEL TRAYMORE,  
ATLANTIC CITY, N. J., June 23, 1915.

Present: Wason, Anderson, Ashton, Boyer, Hatt, Humphrey, Lesley and Fish.

*Leonard C. Wason Medal.*—Upon motion, it was voted that Mr. Richard L. Humphrey act with the chair in appointing the Committee of Award of the Leonard C. Wason Medal.

Upon motion of Mr. Lesley and seconded by Mr. Boyer, it was voted that the word "nickel" in paragraph 2 of the Rules Governing the Award of said Medal be changed to read "Silvered Bronze."

Preliminary sketches of the Leonard C. Wason Medal were submitted by the President for consideration. It was agreed that the members present meet at 11 o'clock, July 24, for the purpose of giving these sketches further consideration.

*Committee on Publicity.*—Upon motion, it was voted that Mr. Lesley be appointed Chairman of the Committee on Publicity to outline a policy to be adopted by said Committee.

*Giving Papers to Press.*—Upon motion, it was voted that hereafter no authority be granted for the full publication of any papers, reports or communications until after same have been published by the Institute, but that the Committee on Publications and Papers be authorized to abstract any such papers, reports or communications for publication in any papers other than the Journal of the Institute.

*Committee on Research.*—It was the sense of the meeting that the Chair appoint a Committee on Research consisting of the President together with the Chairman of the Committees on Reinforced Concrete and Building Laws and Concrete Aggregates.

*Building Block and Cement Products.*—It was the sense of the Board that Mr. R. F. Havlik, of Moosehart, Ill., be appointed Chairman of this Committee, providing he accepts same.

*Insurance.*—It was unanimously agreed that the present Chairman of this Committee, Mr. J. P. H. Perry, be reappointed.

*Nomenclature.*—It was unanimously agreed that Mr. Frank C. Wight, the present Chairman of this Committee, be reappointed.

*Reinforced Concrete and Building Laws.*—It was unanimously agreed that Prof. Arthur W. French of the Worcester Polytechnic Institute or Mr. Charles

Killam of Boston be appointed Chairman of this Committee. Same to be left to the discretion of the President.

*Reinforced Concrete Highway Bridges and Culverts.*—It was unanimously agreed that Mr. C. B. McCullough, Designing Engineer, Iowa State Highway Committee, Ames, Iowa, be appointed Chairman of this Committee, contingent upon his acceptance of same.

*Concrete Roads and Pavements.*—It was unanimously agreed that the present Chairman, Mr. A. N. Johnson, be continued, together with the present Secretary, Mr. W. M. Kinney.

*Concrete Aggregates.*—It was unanimously agreed that Mr. Sanford E. Thompson be reappointed Chairman of this Committee.

*Reinforced Concrete Chimneys.*—It was unanimously agreed that Mr. Skinner be appointed Chairman of this Committee, contingent upon his acceptance of same.

*Treatment of Concrete Surfaces.*—It was unanimously agreed that Mr. Cloyd M. Chapman be continued as Chairman of this Committee.

*Fireproofing.*—It was unanimously agreed that Mr. John S. Sewell be appointed Chairman of this Committee.

*Cement Roofing Tile.*—It was unanimously agreed that Mr. Allen, Superintendent of Buildings, Cleveland, Ohio, be appointed Chairman of this Committee, contingent upon his acceptance of same.

*Sidewalks and Floors.*—It was unanimously agreed that Mr. P. M. Bruner, of the P. M. Bruner Granitoid Co., St. Louis Mo., be appointed Chairman of this Committee.

*Use of Concrete in Revetment Work.*—Mr. W. P. Anderson volunteered to furnish the President with information relative to the party who had been in charge of this work in Cincinnati.

*Steel for Reinforcing.*—It was unanimously agreed that this Committee be merged with the Committee on Reinforced Concrete and Building Laws.

*Form of Specifications.*—It was unanimously agreed that the Committee on Publications and Papers, determine a form of Specifications as the Institute might issue.

*Proceedings to be put into Book Stores.*—It was unanimously agreed that the Proceedings of the Institute be placed with book stores in the large cities of the country for sale on such terms as might be favorably made.

*Financial Statement to Board.*—It was unanimously agreed that a monthly statement of the finances of the Institute be sent to all members of the Board of Direction.

*Method of Committee Report. Adoption of A. S. T. M. Method for Voting on Specifications.*—It was unanimously agreed that this method be adopted.

*Bills for Current Year.*—It was unanimously agreed that the bills for the current fiscal year 1915-1916 be sent to members August 1, 1915.

*Correspondence with National Association of Builders' Exchange.*—It was unanimously agreed that Messrs. Hatt, Anderson and Ashton attend the Convention to be held on or about August 1, 1915.

Adjournment.

MEETING OF THE EXECUTIVE COMMITTEE, HELD AT THE OFFICE OF  
THE INSTITUTE, July 21, 1915.

Present: L. C. Wason, E. D. Boyer, R. W. Lesley, H. C. Turner and C. L. Fish.

*Account of Richard L. Humphrey.*—Upon motion made by Mr. Boyer and seconded by Mr. Turner, the account of Mr. R. L. Humphrey under date of May 15, 1915, together with statement and vouchers accompanying same, showing a balance in his favor of \$2,180.54, was approved. The President stated that payment of \$1,000 on this account was made to Mr. Humphrey by voucher No. 36, June 12, 1915.

*Valuation of Inventory.*—Valuation of the inventory of books, publications, furniture and other property of the Institute, showing a value of \$4,319.79, was presented. Upon motion, made by Mr. Lesley and seconded by Mr. Turner, it was directed that the Treasurer enter this inventory on the books of the Institute at the valuation given above.

Adjournment.

MEETING OF THE BOARD OF DIRECTION, HELD AT THE HOUSE OF THE  
AMERICAN SOCIETY OF CIVIL ENGINEERS, NEW YORK CITY,  
AUGUST 4, 1915.

Present: L. C. Wason, H. C. Turner, R. W. Lesley, R. L. Humphrey and C. L. Fish.

*Trunk Line Suit.*—Mr. R. L. Humphrey stated that the attorney for the Institute in the Trunk Line Suit reported that his bill against the Institute, in amount \$50, had been paid by the Cement Products Exhibition Company.

*Resignation of C. L. Fish.*—Upon motion, made by Mr. R. W. Lesley and seconded by Mr. H. C. Turner, the resignation of C. L. Fish, Secretary of the Institute, was accepted to take effect September 1, 1915.

*Acting Secretary.*—The President reported a conversation with Mr. John M. Goodell and on motion, made by Mr. H. C. Turner and seconded by Mr. R. W. Lesley, the President was empowered to negotiate with him to become "Acting Secretary."

*Report of Finance Committee.*—Mr. H. C. Turner presented a report of the Finance Committee and same was duly approved.

*Report of Auditors.*—Mr. R. W. Lesley, Treasurer, presented the report of Messrs. Lybrand, Ross Bros. & Montgomery, as of May 25, 1915, and stated that their report as of July 1, 1915, would be presented within a few days.

Meeting adjourned.

JOINT MEETING OF THE EXECUTIVE AND FINANCE COMMITTEES AT  
11 BROADWAY, NEW YORK, NOVEMBER 4, 1915.

Present: Wason, Turner, Lesley and Goodell.

An analysis of the financial condition and possible early revenues of the Institute was made and the following statement adopted as expressing the views of those present:



EXPENSES.	POSSIBLE REVENUE.
Bills payable, Nov. 1..... \$2,475	Bank balance, Nov. 1..... \$1,881
August Journal..... 700	Subscriptions..... 1,000
Other Journals, 4 at \$400.... 1,600	Dues, 100 at \$10..... 1,000
Journals for 1914..... 1,000	Sustaining members, 50 at \$30 1,500
Membership campaign..... 200	Office sales..... 100
Total..... \$7,575	Total..... \$5,481
	Possible deficit..... 2,094

It was voted to pay the following bills incurred up to November 1: John C. Winston Co., \$752.88; Andrew L. Logan & Co., \$2.25; W. S. Best Printing Company, \$5.00, Bell Telephone Company \$12.56; E. A. Wright Bank Note Co., 95 cents; Secretary's salary, \$200; petty cash, \$135.55. Payment of all other accounts payable was deferred for further consideration.

The Acting Secretary was directed to mail the August number of the Journal, but to send no more copy to the printer without directions to do so from the Executive Committee or the Board of Direction. The preparation of the manuscript of the remaining 1914 and 1915 Journals was to be pushed as rapidly as possible in order to have it ready for immediate use when needed.

The Acting Secretary was instructed to confer with the leading members of the Association of American Portland Cement Manufacturers to ascertain if they would favor the granting of financial aid to the Institute by the Association for a period of one year on the ground of the important publicity work done by the Institute for the cement industry, this aid to be given for definite objects and paid on vouchers presented by the Institute.

In order that the condition of the Institute might be known to each of its officers and its needs discussed in complete detail, it was voted to call a meeting of the Board of Direction in New York on November 18th for the discussion of very important business.

Meeting adjourned.

#### MEETING OF BOARD OF DIRECTION, HELD AT 11 BROADWAY, NEW YORK, NOVEMBER 18, 1915.

Present: Wason, Lesley, Anderson and Goodell; Mr. Humphrey was present later for part of the session.

President Wason outlined the Institute's financial history for the last two years and stated that the Institute was now in debt as shown by the following figures:

#### Current accounts payable:

Printer.....	\$673
Richard L. Humphrey.....	680
Lybrand, Ross Bros. & Montgomery.....	375
Walter B. Snow.....	521
Petty cash.....	74
Total unpaid bills.....	\$2,323

December rent, payable in advance.....	\$42
November salaries.....	200
December salaries.....	200
Miscellaneous.....	50
Minimum accounts payable to end of 1916.....	\$2,815
September, 1915, Journal.....	400
October, 1915, Journal.....	400
Minimum expense with continuation of Journals.....	\$3,615
Bank balance, November 15th.....	\$1,247
Possible income from dues and subscriptions.....	368
	————— 1,615
Sum to be raised.....	\$2,000

President Wason submitted a statement of the work done by Walter B. Snow in collecting arrears of dues and securing new members.

The Acting Secretary stated that he hoped to be able to report in a month on the practicability of obtaining financial cooperation in the Institute's work during 1916 from outside sources. It was decided to defer publication of any number of the Journal until funds for the purpose were available, to stop the campaign for new members, and to continue the work by Walter B. Snow under the President's direction for collecting dues in arrears.

Messrs. Wason, Turner and Anderson authorized the Acting Secretary to state to possible financial backers of the Institute that an early meeting of concrete contractors would be called, at which the donation of funds for issuing the September, October and November, 1915, Journals would be discussed. It was decided to hold the completion of the 1913 and 1914 Proceedings in abeyance until the condition of the Institute for 1916 was settled.

Mr. Humphrey stated that his account against the Institute could hold over for the present.

It was decided to send a letter to each director pointing out that a deficit existed, amounting to \$1,200 by the end of December, 1915, and in the opinion of those present at this meeting it was desirable to have it met by personal contributions of the directors, an early statement of the contribution each director would make being desired.

The Acting Secretary was instructed to dispose of the stock of pamphlets which had been superseded by revised editions but were carried as assets on the inventory.

It was decided to hold a meeting of the Board in New York during the week beginning December 12, 1915, the exact date to be fixed by the Acting Secretary.

MEETING OF BOARD OF DIRECTION, HELD AT 11 BROADWAY,  
NEW YORK, N. Y., JANUARY 6, 1916.

Present: Wason, Turner, Lesley, Humphrey, Ham and Goodell.

The Acting Secretary explained the steps taken to secure from the American Association of Portland Cement Manufacturers financial support

for the Institute during 1916, and stated that the Advisory Committee of the Association had declined to grant such aid.

The financial condition of the Institute was explained and discussed.

It was voted to discontinue the office of the Institute and all salaried employes after February, 1916.

It was voted to accept the offer of President Wason to store without charge 25 copies of each of the publications of the Institute.

It was voted to suspend the publication of the Journal.

It was voted to accept the offer of President Wason to send various publications of the Institute to members to be designated by him, packing and forwarding charges to be paid by him.

It was voted to hold a convention at Chicago on February 14 to 19 inclusive, and a telegram was sent to B. F. Affleck asking for a contribution toward the expense of the Convention from the Cement Products Exhibition Company.

A preliminary program of the Convention was adopted and the Acting Secretary was instructed to issue at once a circular regarding the Convention.

MEETING OF THE BOARD OF DIRECTION, HELD AT CHICAGO, ILL.,  
FEBRUARY 15, 1916.

Present: Wason, Hatt, Turner, Lesley, Anderson, Boyer, Lindau and Goodell.

Messrs. Turner, Humphrey, Boyer and Lindau were authorized to endeavor to collect certain unpaid subscriptions to the funds of the Institute.

The Secretary was instructed to present the resignation of the Institute from the National Fire Protective Association and the American Society for Testing Materials.

The Treasurer was authorized to pay at once the bill of the John C. Winston Co. for \$201; that of John M. Goodell for money advanced for petty cash for \$47.07; that of the convention stenographer for \$250; that of Lybrand, Ross Bros. & Montgomery for \$375; that of the Aberthaw Construction Company for \$15; that of Walter B. Snow for \$365.10; that of Henry C. Turner for \$7.64; and that of the Turner Construction Company for \$112.08; and to pay as funds became available that of John M. Goodell for \$387.38; of Richard L. Humphrey for \$724.56; and those incurred in closing up the Philadelphia office and the expenses of the convention.

It was voted to pay interest on any outstanding accounts.

The President was authorized to dispose of the furniture in the office at Philadelphia at the best price obtainable.

The President was authorized to accept an offer from F. H. Price of the Free Public Library of Philadelphia to take from their present places of storage all publications of the Institute, without charge to the Institute, and to dispose of them by exchange with other libraries and owners of books who exchange volumes.

It was voted to move the office of the Institute from Philadelphia to Boston.

It was voted to remit all unpaid dues of members who had paid their dues for 1915-1916 but had not paid dues for years when the publications of the Institute were incomplete.

The annual report for presentation to the annual business meeting on February 16 was adopted.

It was voted to give the manuscript of the papers and reports of the conventions of 1913 and 1914 to Richard L. Humphrey.