Howard B. Matthews records
Collection 1000-172

Box 1:
Binder: 1968 budget preparation, reports
Binder: Finance Board & Other Meetings Minutes, November 1959-June 1960
Binder: Finance Committee Dockets, 1959-1960
Binder: Finance Committee Minutes and Agendas, 1969-1960 (and part of 1961)
Binder: Finance Committee Agendas, 1960-1961
Binder: Finance Committee Minutes and Agendas, 1961-1962 (signed copies)
Binder: Finance Committee Minutes and Agendas, 1961-1962
Binder: Finance Committee Minutes and Agendas, 1963-1964
Binder: Finance Committee Minutes and Agendas, 1964-1965

Box 2:
#1: Era summaries for use in Wesleyan history
#2: Raymond Era, 1889-1908; Van Vleck Historical Sketch, 1830-1904; HBM’s notes therefrom
#3: Detailed Worksheets, 1904-1971 in support of ERA reports (1904-1941 rearranged to match 1942 categories of auditors
#4: The McConaughy Era, 1925-1943 (combined with 19 years growth Butterfield Era)
#5: The Butterfield Era, July 1, 1943-June 30, 1967
#6: Etherington-Campbell Era, 11 years to June 30, 1978
#7: Stuart Hedden, History of the Press; Correspondence with Hedden and Sayre and copy of Hedden’s confidential finance committee report

Wes Press Tax Guesses
#8 Prospectus: The Wesleyan University Press, Inc., prepared by H. B. Matthews for use of the Xerox Corporation regarding proposed purchase of the Press by Xerox

#9 Miscellaneous items (2 folders)

The Wesleyan University Press Inc Board Minutes, October 1948-November 14, 1958

Board of Trustees of Wesleyan Press and Trustees Committee on SS & P, 1954-1965

Box 3:

Finance Committee, Budget Sub Committee, and Investment Sub Committee agendas, ranging from 1960-1968