

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: Financial Agendas and Minutes: Official Copy, 1962-1963

Binder: Finance Committee Minutes and Agendas, 1963-1964

Binder: Finance Committee 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

In house reports: 1961, 1962, 1964 (2), 1966, 1967, 1968, 1968 supplement 2, 1970 Siff

Peat, Marwick, Mitchell & Co Overhead Study, 1966, 1967