

SOUTH DAKOTA WHEAT COMMISSION
Minutes of Meeting - January 11, 1962

SDWC met Jan. 11, 1962 in the offices of said commission, 321 S. Pierre St., Pierre, S.D. at 10:30 a.m. with Paul Guiser presiding and the following members present: Ernest Covey, Andrew Brakke, Melvin Borkirchert, Bert Mason.

Moved by Covey, seconded by Borkirchert that minutes of Dec. 19, 1961 meeting be approved. Motion carried.

Discussion on the proposal of Garal Productions on the bi-monthly news letter presented Dec. 19th resulted in the possibility of having one in conjunction with S.D. Wheat Producers, Inc. who would put one out on alternating months. All members in agreement that it would be very desirable if we had a newsletter of some sort to hand out at Crop Shows.

The January issue of The Plainsman, a publication of GPWI had a very good article on the SDWC. Five thousand copies of this issue were ordered for distribution in our promotional program.

Moved by Brakke, seconded by Borkirchert that we purchase the Nebraska Wheat Commission exhibit at a cost of \$750. The exhibit is stored at the Merchants Transfer & Storage Company in Scottsbluff, Neb. They would ship it wherever we desired and also pay the cost of shipment. Motion carried.

Brakke was appointed to contact Theodore Fiedler, Dir. of GPWI European office, to obtain samples of Russian, Australian and Argentine wheat for use in the display which we are purchasing from the Neb. Wheat Commission.

Mason was appointed to secure information on the subsidy paid on export wheat going into foreign trade.

The next meeting of GPWI will be at Garden City on February 20, 21, 22. A sincere effort by all members to attend was urged by the Chairman.

During June a trade team from South Africa will be in South Dakota. Mason and Borkirchert were designated to make arrangements for this trade team to visit the northeast part of the state. Further information as to time and number of persons will be made available.

The Hard Red Winter Wheat Conference to be held at Lincoln, Nebraska Jan. 16, 17 and 18 was discussed. Guiser, Covey and Tutsch were delegated to attend this meeting if possible.

In discussing the showing of our wheat display, motion was made by Brakke, seconded by Borkirchert that we try to attend the Feb. 6-7 Central S.D. Winter show at Huron, Bennett County at Martin on Feb. 12-13, and Northeast Crop Show at Watertown Feb. 14-17. The display which is stored at Presho will be shown at the Feb. 15-16 South Central S.D. Crop Show at Presho. Booth space rental is to be paid where necessary. Motion carried.

The possibility of placing \$5,000 to \$10,000 in either a savings account or time certificate deposit was discussed. Mason and Tutsch were to investigate and report findings at next meeting. The State Comptroller would also be consulted on this.

The mailing list for The Plainsman needed revising to include up to about 5000 and the President's Letter, which could be increased from the present 20 to 50 or 70, was discussed. Commission members were asked by Chairman Guiser to make up list of people in their areas who would appreciate and make use of these publications.

The following claims were allowed:

| | | |
|-------------------------|-----------------------------------|-------------------|
| Postmaster | Meter postage | 90.00 |
| U.S. Treas. Dept. | Withholding tax for Oct-Dec. 1961 | 284.00 |
| OAS Insurance | FICA taxes " " | 179.70 |
| Etta M. Atz | Office cleaning | 3.13 |
| Sharon Erickson | Office " " | 3.13 |
| Dom. Bur. of Statistics | Subsc. to "Wheat Review" | 3.00 |
| A.E. Lucas Co. | Cleaning supplies | 19.25 |
| N.W. Bell Telephone | Dec. service & calls | 29.50 |
| O. & V. Wagner | Rent, Jan. 15-Feb. 15 | 100.00 |
| XXXXXX | XXXXXX | 100.00 |
| XXXXXX | XXXXXX | 100.00 |

Meeting adjourned.

Melvin Borkirchert
Melvin Borkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION
Minutes of Meeting held on March 2nd, 1962

The SDWC met March 2, 1962 at the offices of said commission located at 321 S. Pierre Street, Pierre, South Dakota with the following members present: Guiser, Brakke, Borkirchert, Mason. Absent: Covey.

Motion by Borkirchert, seconded by Mason that minutes of last meeting be approved as read. Motion carried.

Motion by Brakke, seconded by Borkirchert that we contact Tri-State Milling Co. at Rapid City for placement of foreign trainee for phase 1 and 2. If they are not willing to accept this trainee, then we will make effort to contact Peavey. Motion carried.

Leonard Nelson, County Agent from Edmunds County, appeared and was interviewed by Commission for possible position in Great Plains Wheat, Inc., Washington, D. C. office for Program Specialist. Mr. Nelson would be available April 1, if necessary.

It was noted that South Dakota may be by-passed by the South African trade team in June because the wheat would not be ready for harvest at that time. However, an effort will be made to get two trade teams in South Dakota.

Claim presented by Garal Productions for \$56.80 was discussed at length. It was felt that the trip to Huron was not authorized and this item (\$16.80) should not be allowed. Gary Enright had spent some time arranging material for the annual report to the Governor and therefore was entitled to some compensation (two afternoons' work on Annual Report to Governor - \$40.00, as indicated by claim submitted.) Motion made by Mason, seconded by Brakke that \$40.00 be paid for services rendered by Garal Productions; that proposals submitted by Garal Productions on December 19, 1961 be rejected for the present as no particular advantage could be gained by engaging their services in the proposed amounts, said amounts which seemed quite high due to lack of experience for a newly formed public relations firm; that Garal Productions be notified of such action taken on said proposals by Commission. Motion carried.

The News Letter was discussed at length. Tutsch reported that the State ASCS office had been consulted and that Mr. Al Johnson had given permission for the county ASCS offices to furnish the names and addresses of wheat growers. In some instances, the commission may be required to compensate for the work being done. A letter had been sent to each ASCS office and to date we had received the list of wheat growers from 12 counties without charge. Grant county had asked for \$15.00 for this service. This request was tabled temporarily.

Motion by Borkirchert, seconded by Mason that the director be instructed to make payment for this service if necessary but that in the larger counties with addressographs, the work would not exceed 2 hours and compensation would be made not to exceed \$2.00 an hour. Motion carried.

Borkirchert was appointed to get cost quotations on printing, mailing and addressing approximately 30,000 newsletters and report at the Rapid City meeting.

Motion by Brakke, seconded by Mason that we show the wheat display at the March 21-22 Weed & Pest Control meeting in Huron, at the Woman's Building. Mason would attend the meeting and man the display. Motion carried.

Motion by Brakke, seconded by Borkirchert that salary of director be raised to \$6,250.00 per annum, effective March 1, 1962. Motion carried.

Motion by Brakke, seconded by Mason that the following claims be allowed:

| | | |
|-------------------------|--------------------------|----------|
| Redi-Wheat | 6 cases Redi-Wheat | \$ 18.68 |
| Charles J. Tutsch | January salary | 432.57 |
| Connie McKelvy | " " | 196.79 |
| Joyce Tutsch | " " | 106.40 |
| W'town Chamber of Comm. | Booth rent for crop show | 35.00 |
| Huron " " " | " " " " " | 30.00 |
| Postmaster | Refilling postage meter | 90.00 |
| City of Pierre | Utilities for January | 9.24 |
| Capitol Supply Room | Supplies | 92.49 |

Meeting of March 2, 1962 (Continued)

| | | |
|---------------------------|--|----------|
| Pierre Flower Shop | 4 bundles of wheat for display | 10.00 |
| Pitney Bowes | Rental on postage meter | 18.00 |
| Foreshew Supply | Office supplies | 2.89 |
| Gamble Store | 2 metal shelves | 7.00 |
| N.W. Bell Telephone | Jan. service & calls | 59.38 |
| Huron Rental Service | Rental on trailer for exhibit | 50.00 |
| O. & V. Wagner | Rent Feb. 15-March 15 | 100.00 |
| Seedburo Equipment | Sedimentation test equip. & supplies | 1,035.54 |
| State Travel Commission | Mileage--use of State car (CJT) | 12.06 |
| Russel Gould | Making cabinets & lit. display racks | 60.76 |
| Am. Bakers Assn. | Booklets & brochures | 102.20 |
| Brown & Saenger | Office stationery | 8.00 |
| Capitol Supply Room | Supplies & equipment | 11.43 |
| Black Hills Chemical | 16-qt. cleaning pail & squeezer | 20.03 |
| Brown & Saenger | Office supplies & forms | 37.77 |
| Div. of Wheat Dev. | Wheat exhibit from Neb. Wh. Commission | 750.00 |
| Best Business Machines | Thermofax paper | 99.41 |
| Charles J. Tutsch | February salary | 432.57 |
| Constance McKelvy | " " | 196.79 |
| Joyce Tutsch | " " | 122.46 |
| Great Plains Wheat Inc. | S.D. share of Jan. expenses | 1,208.24 |
| City of Pierre | Utilities for Jan 15-Feb. 15 | 11.64 |
| Weekly Reminder | Feb. acct. (printing, envelopes etc.) | 200.05 |
| Myrna L. Weber | Office work (10 hours) | 15.00 |
| Porter Sales Agency | Feb. 27 inv. (equip. & supplies) | 94.21 |
| Univ. of Missouri | 300 copies of Bulletin B730 | 30.00 |
| Bob's Transfer | Storage on exhibit | 5.00 |
| Pierre National Bank | Withholding tax for Jan. | 121.30 |
| Best Business Machines | Systems paper for thermofax | 15.42 |
| Wheat Flour Institute | Booklets & brochures | 198.19 |
| Wilson Storage & Trnsfr. | Freight on exhibit to Huron | 20.04 |
| Am. Bakers Assoc. | Food mobiles | 4.05 |
| Wheat Flour Institute | Inv. 738 (Booklets on bread) | 15.00 |
| Capitol Supply Room | Equipment and supplies | 27.71 |
| Booster Pub. Co. | Stationery and printing | 128.95 |
| Cook's Office Machines | Typing stand | 30.50 |
| Youngberg Signs | Sign on Wheat Display | 11.00 |
| Garal Prod. Inc. | Work on Annual Report | 40.00 |
| R.A. Justvig (Salv. Army) | Pictures at Huron Crop Show | 3.50 |
| Postmaster | Postage for meter | 90.00 |
| Charles J. Tutsch | Expenses, travel & miscellaneous | 243.57 |

Meeting was then recessed until 9:00 a.m. on March 3rd.

The SDWC reconvened at 9:00 a.m. March 3rd, 1962 with the following members present: Guiser, Borkirchert, Brakke, Mason, Lloyd Engebretson for Ernest Johnson, Ralph Cline for Orville G. Bentley, and Clarence Dybvig. Absent: Covey.

James Vaske, majoring in Agricultural Business Economics at State College, was interviewed for the position of Program Specialist in the Washington, D.C. GPWI office. Action on Mr. Vaske's application was delayed until further information was received from him.

Ralph Cline gave an oral report covering sedimentation test demonstrations conducted by him before various groups throughout the state. ~~the South Dakota Extension Agronomists before various groups throughout the state.~~

The feasibility of covering the SDWC with insurance similar to Workmen's Compensation was discussed at length. Mr. Norman Bonin was called in to discuss the group hospital coverage the State employees are entitled to. This being an individual plan for all state employees who wanted to participate, the matter was left up to each individual.

A film entitled "Agricultural Showcase Abroad" was shown. Motion by Borkirchert, seconded by Brakke that we do not purchase this film as it was too general in nature. Motion carried.

Meeting of March 2nd, 1962 (Continued)

Ralph Cline advised that if at all possible, Mr. Bentley would like to have 30 days advance notice of meetings. This would enable him to arrange for someone to attend meetings in the interests of the wheat industry.

The possibility of placing films which the Wheat Commission will purchase in the film library at State College was discussed. More information, to be compiled by the director, was needed before a decision could be made.

Ralph Cline stated that a plant breeder (a Dr. Wells) was being installed at State College which should help work in developing new wheat varieties.

Motion by Borkkirchert, seconded by Mason that meeting adjourn. Motion carried.

Melvin Borkkirchert
Melvin Borkkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION

Minutes of meeting held on March 7th, 1962

The SDWC met in Room 614, Sheraton Johnson Hotel, Rapid City, South Dakota at 8:00 a.m. March 7th, 1962, with the following members present: Guiser, Brakke, Borkkirchert, Mason and Tutsch. Absent: Covey. Howard Hardy, Great Plains Wheat, Inc. administrative assistant, was also present.

Motion by Brakke, seconded by Mason that Mr. James Vaske be recommended to the Great Plains Wheat, Inc. for the opening in the Washington, D. C. office. Motion carried.

Tutsch was instructed to mail copies of applications of Leonard Nelson, Edmunds County Agent, and James Vaske to the central office and the Washington office for further action.

Howard Hardy indicated that the next GPWI board of directors meeting would be held in South Dakota, at either Rapid City or Pierre the second week in June. Information on whether the Governor would be available to speak as to to procured by Tutsch, also other arrangements:

The proposed budget was discussed at length and temporary figures were entered until final action at the next meeting.

Motion by Mason, seconded by Brakke that we start the Wheat Newsletter out on a pilot project with 5,000 copies. If this develops advantageously, then additional copies would be sent for future issues. Motion carried.

Paul Quarenberg, general manager of Tri-State Milling Co. was contacted for an appointment to discuss the possibility of placing the foreign grain trainee (a project of GPWI) with them. Guiser and Brakke, accompanied by Hardy, made this appointment at 11:30 a.m.

Motion by Borkkirchert, seconded by Brakke that director negotiate with banks and place \$10,000.00 in Time Certificate Deposits in this manner: (5) \$1,000.00 and (2) \$2,500.00. Motion carried.

Motion by Borkkirchert, seconded by Mason that meeting adjourn at 11:30 a.m.

Melvin Borkkirchert
Melvin Borkkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION
Minutes of meeting of March 26, 1962

The SDWC met briefly at 4:00 p.m. in the offices of said commission located at 321 South Pierre Street, Pierre, South Dakota with the following members present: Guiser, Covey, Brakke, Borkkirchert. Absent: Bert Mason.

The west coast export rate reduction hearing to be held March 29-30 in Seattle, Washington was discussed. C. A. Carr, rate analyst for South Dakota Public Utilities Commission informed the commission that he planned to attend on behalf of the Public Utilities Commission. Motion by Brakke, seconded by Borkkirchert that Guiser and Mason attend this hearing because the wheat producers in South Dakota would benefit from the reduction if granted. The present rate of about \$1.42 per hundred pounds to the proposed rate of 70¢ would provide a new outlet for South Dakota Wheat. Motion carried.

The conference on The Role of Wheat in the World's Food Supply to be held April 30 and May 1 and 2 at the U.S.D.A. Western Utilization Research Laboratory in Albany, California was discussed. Borkkirchert indicated that if time permitted he would be able to attend this conference.

Motion by Brakke, seconded by Covey that the following claims be allowed:

| | | |
|-------------------------|--------------------------------|----------|
| Barber Trans. Co. | Shipping chgs.on Redi-Wheat | 6.89 |
| Wilson Truck System | Trucking " on file cabinet | 10.78 |
| Hand Co. ASCS office | Wheat growers list | 4.00 |
| Orville & V.Wagner | Rent for March 15-Apr. 15 | 100.00 |
| Pierre Nat. Bank | Withholding for February | 124.90 |
| Grain & Feed Journals | Subscription | 5.00 |
| Redi-Wheat | 12 cases Redi-wheat | 40.38 |
| Huron Rental Service | Add.charge on trailer rental | 10.00 |
| Irene Cavanaugh | Mailing list work | 4.45 |
| Constance McKelvy | Salary for March | 196.79 |
| Joyce Tutsch | Salary for March | 139.47 |
| Charles J. Tutsch | Salary for March | 448.71 |
| The S'Western Miller | 1 years subscription | 2.00 |
| Ag.Research Service | 2-year " | 2.00 |
| N'western Bell Tel. | Calls & service for February | 87.25 |
| Porter Sales Agency | March account | 1.90 |
| Great Blains Wheat Inc. | S.D.share of Feb. expenditures | 1,445.47 |
| Bakers of Am. Program | 300 Booklets | 7.65 |
| State Travel Comm. | Mileage for C.J.Tutsch | 76.86 |
| Brown & Saenger | Inv. of March 5 | 8.80 |
| Postmaster | Postage | 300.00 |

Motion by Borkkirchert, seconded by Covey that meeting adjourn.
Motion carried and meeting adjourned at 7:00 p.m.

Melvin Borkkirchert

Melvin Borkkirchert, Secty.

SOUTH DAKOTA WHEAT COMMISSION
Minutes of Meeting of April 24, 1962

The SDWC met at 10:00 o'clock A.M. on April 24, 1962 in the offices of said commission located at 321 S. Pierre Street, Pierre, South Dakota with the following present: Guiser, Covey, Mason, Borkirchert and Brakke. Clarence Dybvig, ex officio and Ralph Cline, representing Orville G. Bentley, were also present.

It was moved by Covey, seconded by Brakke that minutes of meeting of Mar. 2nd & March 26, 1962 be approved. Motion carried. It was moved by Brakke, seconded by Borkirchert that minutes of meeting held in Rapid City on March 7, 1962 be approved as read. Motion carried.

The Great Plains Wheat, Inc. board of directors meeting to be held May 23-24-25 in Rapid City was discussed. Guiser reported that a noon luncheon would be held on the 24th and if possible the Governor or Lt. Governor of South Dakota would be there to speak.

Motion was made by Mason, seconded by Brakke, to pay travel and expenses to anyone from State College who wanted to go to "The Role of Wheat in the World's Food Supply" meeting in Albany, California on April 30th, May 1-2. Motion carried.

Guiser gave an oral report of transportation meeting in Seattle on March 29th, 1962.

Charles Nauman, Nauman Productions, showed a film entitled "Fare Thee West" prepared by his firm for the S. D. Dept. of Highways. A proposal was presented for making a film for the Wheat Commission. This proposal was filed with director Tutsch. Due to limited time, action on proposal was delayed until such time as the commission could look it over.

Question was asked about changing Nebraska TV shorts to South Dakota trailers or leaders; estimated cost would be about \$30.00.

Guiser reported on Brazil sugar for wheat trade—5 year agreement of 250,000,000 bushels per year. Other states suggested caution should be taken and more investigation made before accepting agreement. It was moved by Mason, seconded by Brakke, to check and have thorough look into Brazil trade of wheat for sugar before action by Commission. Motion carried.

Chief Clerk, Connie McKelvy, and part-time clerk, Joyce Tutsch, are leaving about June 1st. It was agreed to try and hire someone about the middle of May to become oriented before the two leave.

Guiser, Mason and Tutsch were designated to meet with officials of the Milwaukee Road in Sioux Falls on April 27th on rates of wheat for export to the West Coast. C.A. Carr, Public Utilities Commission rate analyst, would ride with Tutsch to Sioux Falls for this meeting.

Motion was made by Mason, seconded by Brakke, not to purchase any additional material or novelties for American Home Economics meeting in Florida on June 26-29. Motion carried.

Motion by Brakke, seconded by Covey, that one carton of S.D. Wheat Commission notepads be sent for distribution at the Florida meeting. Motion carried.

Motion was made by Mason, seconded by Brakke, that we contribute to proposed fund (travel) of GPWI for travel expenses of South Dakota directors to board meetings of GPWI if such contributions are in agreement with the State Comptroller's office. Kansas had shown discontent over the present way of paying travel expenses and a new method was being investigated. Motion carried. Brakke was appointed to check with State Comptroller on this matter.

Motion by Covey, seconded by Brakke, that second issue (March-April) of newsletter be compiled and sent out on present rate (application to mail at second-class postage rate pending). Further motion made that we would hold off making up another newsletter until postage rate has been determined by postal authorities and that we look into possibilities of getting it done on contract. Motion carried.

Guiser suggested that travel and per diem vouchers be prepared at each meeting and that telephone slips of users be sent into office of commission each month.

Andy Brakke was appointed to line up program for Great Plains Wheat noon luncheon in Rapid City on May 24th, 1962.

Motion by Brakke, seconded by Borkkirchert, that purchase of materials, equipment, and supplies is not to exceed \$100.00 unless board has approved. Motion carried.

Motion was made by Brakke, seconded by Mason, that the following claims be allowed: Motion carried.

| | | |
|---------------------|--|-----------|
| Pierre Natl. Bank | W/h tax for March | 129.20 |
| Div. of OASI | Soc. Sec. 1st 1/4 | 170.85 |
| O. & V. Wagner | Rent Apr. 15-May 15 | 100.00 |
| Robert Hardwick | Cleaning service Feb. & Mar. | 15.75 |
| Great Plains Wheat | March share of expenditures | 2,139.83 |
| Pitney-Bowes Inc. | Postage meter rental | 18.00 |
| Capitol Supply Room | Office supplies | 19.57 |
| State Travel Comm. | Mileage-C.J. Tutsch | 65.62 |
| Weekly Reminder | Env., printing, etc. | 87.80 |
| Booster Publishing | Envelopes | 29.50 |
| Constance McKelvy | Salary for April | 196.79 |
| Charles J. Tutsch | Salary for April | 448.71 |
| Joyce Tutsch | Salary for April | 49.83 |
| N.W. Bell Telephone | March billing | 59.85 |
| City of Pierre | Utilities | 22.38 |
| Pierre Natl. Bank | Time Certificate Deposits (5 @ 1,000 & 2 @ 2,500) | 10,000.00 |
| Bert Mason | Per diem & expenses | 377.81 |
| Charles J. Tutsch | Expenses | 195.08 |
| The Sexauer Co. | For postage paid on reports | 2.24 |
| Pierre N. Bank | Safety deposit box rental | 3.30 |

Motion to adjourn was made by Mason, seconded by Borkkirchert. Carried.

Melvin Borkkirchert

Melvin Borkkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION
Minutes of meeting of May 22nd, 1962

The SDWC met at 7:30 p.m. May 22nd, 1962 in Room 709, Sheraton-Johnson Hotel, Rapid City, South Dakota with the following present: Guiser, Covey, Mason, Borkirchert, Brakke.

Motion was made by Mason, seconded by Brakke that we consider and purchase space in County Fair premium or prize lists, if requested by various fair boards.

Guiser reported that Cliff Hope, Gil Young and he would appear before the Agricultural Committee of the Rapid City Chamber of Commerce at 3:00 p.m. on May 24th, 1962 to give them a resume of what the wheat organizations were attempting to do.

No action was taken on a letter received from the Crop Quality Council requesting support in Congress for an additional appropriation for statistical information.

It was agreed that the South Dakota Wheat Commission would support the sugar-for-wheat trade with Brazil which was being negotiated.

Guiser reported that a letter had been received from Orville G. Bentley, Dean of Agriculture, S.D. State College, giving the estimated cost of constructing and maintaining a green house to speed wheat breeding work. The approximate cost was \$9,000. Action was delayed until the June 12th meeting.

A letter of application for employment was received from Harvey Aman, Roscoe, S.D. He will be interviewed at 2:30 p.m. on June 12th when the Commission next meets.

Motion was made by Covey, seconded by Borkirchert, that the minutes of April 24th meeting be approved as corrected. Motion carried.

Motion was made by Brakke, seconded by Borkirchert, that meeting recess until May 25th. Motion carried and meeting was recessed at 11:35 p.m.

The SDWC reconvened in Room 520, Sheraton-Johnson Hotel with Guiser, Covey, Borkirchert, Mason and Brakke present at 6:00 p.m. May 25th, 1962.

Various proposals of the Great Plains Wheat board of directors were discussed.

In order to allow better coordination for the deduction and collection of the wheat promotional fee, it was moved by Borkirchert, seconded by Mason, that the following agreement be adopted:

"North Dakota-South Dakota Wheat Commission Agreement -- The enactment of the laws creating the North and South Dakota Wheat Commissions has resulted in certain problems for which there is no specific provision made in the original law. In order to simplify the administration of the first purchaser (elevator manager) in deducting the wheat promotional fee, the two wheat commissions have mutually agreed to adopt the following policy:-

"1. First purchasers in North Dakota will deduct said fee of 2 mills per bushel from all producers and sellers of wheat, irrespective of whether grown in North Dakota or South Dakota, and remit to the North Dakota Wheat Commission

"2. First purchasers in South Dakota will deduct said fee of 3 mills per bushel from all producers and sellers of wheat, irrespective of whether grown in North Dakota or South Dakota and remit to the South Dakota Wheat Commission.

"Signed and agreed upon this ____ day of _____ 1962.

North Dakota Wheat Commission

South Dakota Wheat Commission"

Motion carried.

Motion by Covey, seconded by Borkirchert, that the following claims be allowed: (Motion carried).

| | | |
|---------------------|----------------------------------|----------|
| O. & V. Wagner | Rent-May 15-June 15 | 100.00 |
| Pierre Natl. Bank | W/holding tax for April | 108.40 |
| Weekly Reminder | Printing 2nd newsletter | 50.25 |
| Highway Dept. | Maps | 2.40 |
| Ernest Covey | Exp. & per diem 1-8 thru 4-24-62 | 361.14 |
| Charles J. Tutsch | Salary for May | 448.71 |
| Constance McKelvy | " " " | 196.79 |
| Dorothy Maden | " " " (2 weeks) | 85.41 |
| City of Pierre | Utilities 4-16 to 5-15 | 12.12 |
| Great Plains Wheat | S.D. share April expenditures | 1,367.65 |
| N.W. Bell Telephone | April billing | 69.70 |
| Am. Bakers Assn. | Brochures and literature | 52.83 |
| Melvin Borkirchedt | Expenses & per diem | 709.28 |
| Andrew Brakke | " " " | 235.45 |
| Paul Guiser | " " " | 882.32 |
| Bert Mason | " " " | 198.08 |
| Pierre Natl. Bank | Withholding for May | 152.50 |
| State Travel Comm. | Mileage (C.J.T.) | 26.02 |

Motion by Covey, seconded by ~~XXXXXXXXXXXX~~ Brakke, that James Vaske be reimbursed for travel to Pierre in his attempt to get to GPW meeting in Rapid City May 25th (fog forced him to return to Brookings). In event his claim for expenses exceeds \$40.00, chairman is to be contacted. This claim will then be submitted to GPW for payment. Ayes: Guiser, Brakke, Borkirchert, Covey. Nays: Mason. Motion carried.

Motion made by Borkirchert, seconded by Brakke, that meeting adjourn at 8:00 p.m. Motion carried and meeting adjourned.

Melvin Borkirchert

Melvin Borkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION

Minutes of meeting of June 12, 1962

The South Dakota Wheat Commission met June 12, 10:30 a.m. at the offices of said commission located at 321 South Pierre Street with the following present: Guiser, Covey, Borkirchert, Mason, and Brakke.

Doctors Larry Fine and Darrel Wells, South Dakota State College, met with the commission and discussed the need for additional greenhouse space for wheat improvement. Dr. Wells pointed out that plant breeding was a profession requiring tools and personnel. He said that wheat breeding can make use of greenhouse space in the following ways:

1. To produce more generations a year than the one that can be grown in the field.
2. To make crosses among plants so that we would have several opportunities a year to make crosses rather than one only.
3. To make disease tests and winter hardiness tests under controlled conditions.

The cost estimate for Gro-Mor plastic and aluminum greenhouse, a total of 1280 square feet of space for winter wheat, hard red spring, and durum wheat is as follows:

| | |
|---|-----------------------------------|
| Basic frame | \$1336 - 10% educational discount |
| Foundation, 8" x 36" poured concrete | 500 |
| Plastic, 6 mil 32' x 100' | 60 - 10% educational discount |
| Utilities | 3500 |
| Labor, 200 man hours | 500 |
| Gable framing for the ends and one partition | 220 - aluminum |
| Sill and clip | 117) |
| Thermostats, 2 @ \$27 each | 54) |
| Fans, 2 @ \$140 each | 280) - 10% educational discount |
| Fan mountings, 2 @ \$92 each | 184) |
| Concrete walkway, 63 cu.ft. of concrete (\$15.80 a yd.) | 37.12 |
| Shipping costs | 120 |
| Total | <u>\$6908.12</u> |

Motion was made by Brakke, seconded by Covey that the South Dakota Wheat Commission allocate funds for the erection of additional greenhouse space for wheat improvement at the South Dakota State College. The grant-in-aid to South Dakota State College for this greenhouse is not to exceed \$6,500. Motion carried.

In discussing this proposal, the idea was expressed that considerable saving might be realized in the utilities, which the college may furnish in part. Details for bids, etc., would be done through the purchasing department of State College.

Motion was made by Brakke, seconded by Borkirchert that minutes of May 22 - 25 meeting be approved as read. Motion carried.

Harvey Aman, who had applied for a position with the South Dakota Wheat Commission, was interviewed at 2:30 p.m. No action was taken but his application was filed and would be considered at a future date if permanent help was needed.

Motion was made by Mason, seconded by Brakke that the commission provide for additional part-time help in the office to be selected by the Director. Motion carried.

The Ghana and Brazil Trade Teams were discussed at length. Director Tutsch was instructed to make necessary arrangements for a tour of the wheat industry in South Dakota.

Motion was made by Mason, seconded by Covey that bids be let through Purchasing and Printing for an electric typewriter, carbon ribbon. Motion carried.

Motion was made by Borkirchert, seconded by Covey that the following claims be allowed. Motion carried.

| | | |
|--------------------------------------|---------------------|----------|
| Orville and Vera Wagner | office rent | \$100.00 |
| Joyce Tutsch | salary, May | 127.74 |
| Best Business Machines | Thermofax paper | 46.75 |
| Capitol Supply Room | office supplies | 2.99 |
| Foresheew Supply Company | office supplies | 3.33 |
| James Vaske | expense, GPW | 43.32 |
| | meeting, Rapid City | |
| Melvin Borkirchert | expenses, per diem | 125.06 |
| Ernest Covey | expenses, per diem | 24.14 |
| Charles J. Tutsch | expenses | 154.89 |
| Northwestern Bell Telephone Co. | statement, May | 60.75 |
| Booster Publishing Company | balance due on | |
| | printing | 147.55 |
| Refunds, 3 mill promotional fee to | | |
| wheat producers, total for May, 1962 | | 213.87 |

No action was taken on whether or not the May-June issue of Kernels of Wheat should be compiled and printed.

Motion to adjourn was made by Covey, seconded by Mason. Motion carried.

Melvin Borkirchert
Melvin Borkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION

Minutes of meeting of July 5, 1962

The South Dakota Wheat Commission met July 5, 1962, at 10:30 a.m., in the office located at 321 South Pierre Street, Pierre, South Dakota, with the following present:

Guiser, Covey, Mason, Borkirchert, Brakke
Ex-Officio - Bentley, Johnson

Covey was appointed to secure an official opinion from the Attorney General's office on the proposed \$6,500 grant-in-aid for construction of a greenhouse at South Dakota State College.

Motion was made by Covey, seconded by Borkirchert that minutes of June 12 meeting be approved as corrected. Motion carried.

Motion by Brakke, seconded by Covey that Financial Report be approved and be included as part of the minutes. Motion carried.

Financial Report

July 1, 1961 to June 30, 1962

1. Receipts

| | |
|---------------------------------|-------------|
| Balance on hand July 1, 1961 | None |
| Receipts | \$78,569.50 |
| Disbursements | 36,784.73 |
| Bank balance - open account | 31,784.77 |
| Bank balance - time account | 10,000.00 |
| | <hr/> |
| Balance on hand - June 30, 1962 | \$41,784.77 |

2. Disbursements by classification

| | |
|---|-------------|
| Regular salaries | \$3,959.58 |
| Secretarial salaries | 2,251.70 |
| Commission per diem | 1,715.75 |
| Old Age and Survivors Insurance | 350.55 |
| Federal income tax (withholding) | 920.30 |
| Private and state car mileage | 2,318.78 |
| Railroad and plane fare | 789.62 |
| Meals and lodging | 2,086.90 |
| Miscellaneous | 136.84 |
| Great Plains Wheat expense | 6,161.19 |
| Postage | 884.91 |
| Telephone and telegraph | 542.06 |
| Freight and express | 56.38 |
| Janitor and kitchen supplies | 56.37 |
| Utilities | 92.40 |
| Rent of space in building (Includes booth rental, storage) | 1,070.00 |
| Rent of equipment | 129.25 |
| Printing | 5,007.43 |
| Stationery and office supplies | 557.19 |
| Office furniture and equipment | 882.17 |
| Professional fees | 143.50 |
| Professional and scientific supplies | 285.65 |
| Professional and scientific equipment | 953.98 |
| Promotional equipment | 761.00 |
| Promotional supplies | 628.98 |
| Official bonds | 85.00 |
| Insurance liability | 16.74 |
| Dues, subscriptions, and memberships | 44.60 |
| Official hospitality (Includes trade teams, luncheons) | 68.14 |
| Total operational expenditures | 32,956.96 |
| Refunds, 3 mill promotional fee | 3,827.77 |
| | <hr/> |
| Total disbursements | \$36,784.73 |

The possibility of a Wheat Quality Laboratory at South Dakota State College was discussed at length with Dean Bentley giving the estimated cost as follows:

3,000 sq.ft. - includes office, laboratory, storage @ \$15 per sq.ft.
 \$20,000 for basic equipment
 \$30,000 for additional scientific and testing equipment
 \$25,000 for scientist to man this lab per year

Motion by Brakke, seconded by Covey that the SDWC pay travel expense to Wheat Literature Abstract Service Workshop, July 10, 1962, at Lincoln, Nebraska, for a qualified person from State College to report on whether or not such a service to South Dakota is necessary, desirable, and economically feasible. Aye: Brakke, Borkirchert, Covey. Nay: Mason. Motion carried.

Motion by Mason, seconded by Brakke that the 1962-63 Budget and Program Agreement for the operation of Great Plains Wheat, Inc., between Great Plains Wheat, Inc., and the Kansas Wheat Commission, Kansas Association of Wheat Growers, Nebraska Wheat Commission, Nebraska Wheat Growers Association, Colorado Wheat Administrative Committee, North Dakota State Wheat Commission, and the South Dakota Wheat Commission be approved. The contribution for the South Dakota Wheat Commission will be 7.00% - \$23,366. Motion carried.

Covey reported that his conference with the Attorney General of the State of South Dakota revealed that Section 3 of the South Dakota Wheat Resources Act did not prohibit the Wheat Commission from a grant-in-aid for the construction of a greenhouse at South Dakota State College for research. The Attorney General said that the act provides for contracts such as this and fulfilled a portion of the law for which it was intended.

Motion by Mason, seconded by Borkirchert that the South Dakota Wheat Commission accept the offer from Great Plains Wheat Transportation Committee and their legal counsel, Sam Freeman, for assistance in extending lower rates for export to the West Coast. Motion carried.

Brakke reported that a contract had been signed for space at the South Dakota State Fair. Total space rental is \$35.50.

The commission decided that "Kernels of Wheat" May-June issue would be compiled and distributed as soon as possible. A second class postage bulk rate application is to be submitted by the director.

Motion by Mason, seconded by Covey that Guiser--alternate, Borkirchert--attend the dinner honoring India's Food Secretary, V. Shanker, who is expected to arrive in the United States July 10. Motion carried.

Motion by Borkirchert, seconded by Brakke that the following claims be allowed. Motion carried.

| | | |
|---------------------------------|---|----------|
| Charles J. Tutsch | salary, June | \$448.71 |
| Dorothy J. Maden | salary, June | 196.79 |
| Charles E. Sterling | janitor service | 16.95 |
| Old Age & Survivors Insurance | second quarter, 1962 | 215.85 |
| Internal Revenue Service | withholding, June, 1962 | 126.40 |
| Great Plains Wheat, Inc. | South Dakota's share of expense, May, 1962 | 2022.61 |
| City of Pierre | utilities, June, 1962 | 15.51 |
| Northwestern Bell Telephone Co. | statement, June, 1962 | 61.30 |
| Capitol Supply Room | office supplies | 6.15 |
| Best Business Machines | Thermofax supplies | 34.80 |
| Porter Sales Agency | copy work | 6.00 |
| The Reminder | copy for postage meter slug | 3.50 |
| Brown and Saegner, Inc. | envelopes | 153.00 |
| Porter Sales Agency | electric typewriter | 375.00 |
| Foresheaf Supply Company, Inc. | office supplies | 15.25 |
| Postmaster | postage for postage meter | 95.00 |
| Postmaster | postage for Newsletter | 150.00 |
| Postmaster | advance deposit for postage due mail | 300.00 |

| | | |
|---|--------------------|----------|
| Andrew Brakke | expenses, per diem | \$172.67 |
| Paul Guiser | expenses, per diem | 74.46 |
| Bert P. Mason | expenses, per diem | 162.46 |
| Charles J. Tutsch | expenses | 146.72 |
| Refunds, 3 mill promotional fee to wheat producers, total for June, 1962 | | 54.29 |

Hereafter, the meetings will convene at 9:30 a.m.C.S.T.

Motion by Covey, seconded by Brakke that the meeting adjourn. Motion carried.

Melvin Borkirchert
Melvin Borkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Meeting of August 8, 1962

The South Dakota Wheat Commission met August 8, 1962; at 9:30 a.m., in the office located at 321 South Pierre Street, Pierre, South Dakota, with the following present: Guiser, Mason, Borkirchert, Brakke, and Covey.

Motion was made by Brakke, seconded by Borkirchert that the minutes of the meeting of July 5 be approved as re-read. Motion carried.

Motion by Mason, seconded by Covey that additional effort be made to find some way to have grant-in-aid of \$6,500 for greenhouse facility at State College, Brookings, South Dakota, be accepted by Board of Regents. Mr. Elgie Coacher, executive director of the Board of Regents, had been advised by the Attorney General of the State of South Dakota that approval of the Legislature is required before such a structure can be accepted. Motion carried.

A discussion was held regarding the acceptance of Sam Freeman as legal counsel in the matters of transportation and rate reduction. It was decided to write a letter to Mr. Chris A. Merkle, chairman, Public Utilities Commission, State of South Dakota, with a carbon copy to Mr. C. A. Carr, rate analyst, Public Utilities Commission, informing them of this action in case Mr. Freeman requested assistance from the Public Utilities Commission.

Motion was made by Mason, seconded by Brakke that persons helping with the trade teams by providing transportation be paid mileage at the rate of 7¢ per mile. Motion carried.

Motion was made by Brakke, seconded by Covey that the South Dakota Wheat Commission support the amendment that the proposed 70 cent freight rate on wheat moving to the west coast for export be graded up to 82 cents eastward from Pierre and Mobridge to the eastern South Dakota border as suggested by the United States Department of Agriculture Freight Rate Service Branch and recommended by the South Dakota Public Utilities Commission. Motion carried.

Motion was made by Brakke, seconded by Covey that letters of appreciation be written to Tri-State Milling Company, Rapid City, for cooperation on tours and loan of station wagon. Also letters to be written to: Spink County Dairies (Sunshine State Dairies), Redfield; Spink County Bank, Redfield; South Dakota Wheat Growers, Aberdeen; Farmers Elevator Association (Clif Anderson), Aberdeen; and Brown Swiss Dairy, Rapid City. Motion carried.

Election of officers for 1962-63 was held. Motion was made by Covey that Paul Guiser be nominated for chairman. Brakke moved that nominations cease and an unanimous ballot be cast for Guiser for chairman. Mason seconded the motion. Motion carried.

Motion was made by Brakke that Covey be nominated for vice chairman. Mason moved that nominations cease and an unanimous ballot be cast for Covey for vice chairman. Motion carried.

Motion was made by Mason that Borkirchert be nominated for secretary. Brakke moved that nominations cease and that an unanimous ballot be cast for Borkirchert as secretary. Motion carried.

Motion was made by Brakke that Mason be nominated for treasurer. Covey moved that nominations cease and an unanimous ballot be cast for Mason for treasurer. Motion carried.

Motion was made by Borkirchert that Brakke be nominated for publicity director. Covey moved that nominations cease and than an unanimous ballot be cast for Brakke as publicity director. Motion carried.

Election of representatives and alternates on Great Plains Wheat Board of Directors was held. Covey nominated Paul Guiser to serve on Board

Minutes of Meeting of August 8, 1962 - page 2

of Directors of GPW; Brakke nominated Covey; Borkirchert nominated Brakke. Brakke moved that nominations cease, seconded by Covey. Ballots cast as follows: Guiser - 4, Brakke - 3, and Covey - 1. Guiser and Brakke elected.

Motion was made by Brakke that Covey serve as alternate on Board of Directors of GPW. Motion was made by Mason that Borkirchert serve as alternate also. Mason moved that nominations cease, seconded by Covey. Motion carried. Borkirchert and Covey elected to serve as alternates on Board of Directors of GPW.

The following committee members were selected to serve on GPW committees:

| <u>Committee</u> | <u>Members</u> | <u>Alternates</u> |
|--------------------------------|--------------------|--------------------|
| Foreign Marketing | Ernest Covey | Melvin Borkirchert |
| Budget | Andrew Brakke | Ernest Covey |
| Economic Studies | Paul Guiser | Melvin Borkirchert |
| Public Relations | Andrew Brakke | Bert Mason |
| Domestic Marketing | Melvin Borkirchert | Ernest Covey |
| Utilization | Melvin Borkirchert | Ernest Covey |
| Transportation | Bert Mason | Paul Guiser |
| Liaison with Non-Member States | Ernest Covey | Andrew Brakke |
| Coordinating Committees | Ernest Covey | Andrew Brakke |

The lease and agreement for office space was discussed. It was agreed that Guiser, Covey, Borkirchert, and Brakke meet with the Wagners and discuss continuation of the lease agreement on a monthly basis instead of a yearly basis as called for in lease. Meeting was held following adjournment.

Following a discussion of the Grain Marketing Seminar to be held in Minneapolis August 29, 30, and 31, it was decided that all commission members should go if possible. Out-of-state travel requests were completed.

The Grain Standards Committee Meeting of Great Plains Wheat to be held at Bismarck, North Dakota, on September 5, will be attended by Brakke with Borkirchert and Covey serving as alternates.

It was agreed that the wheat display of the SDWC be shown at the Perkins County Fair, Bison, South Dakota, on August 18.

Motion was made by Brakke, seconded by Borkirchert that Mason get blanket bond for three-year period for director, treasurer, and office help from Spink County Bank, Redfield. Motion carried.

Motion was made by Borkirchert, seconded by Brakke that utilities bills be paid promptly unless the director sees reason that bill not be paid. Motion carried.

The commission requested the director to draft a pamphlet for display at fairs, etc. Copy of draft to be sent to each commission member for approval before printed for use.

Motion was made by Mason, seconded by Covey that the following claims be allowed. Motion carried.

| | | |
|----------------------------|-------------------------|----------|
| Orville and Vera Wagner | rent for July | \$100.00 |
| South Dakota State Fair | booth rental | 35.50 |
| Great Plains Wheat, Inc. | June expenses | 2393.08 |
| Brown & Saenger, Inc. | stamp rack | 3.65 |
| The Farmer | subscription | 2.00 |
| Charles J. Tutsch | July salary | 448.71 |
| Dorothy J. Maden | July salary | 196.79 |
| Carol Butler | July salary (part time) | 107.42 |
| City of Pierre | utilities | 23.91 |
| Pitney-Bowes, Inc. | meter rental | 18.00 |
| Minneapolis Grain Exchange | rate book | 4.00 |
| Perkins County Fair Board | as in premium book | 10.00 |

Minutes of Meeting of August 9, 1962 - page 3

| | | |
|---------------------------------|----------------------------|----------|
| Pierre National Bank | withholding, July | \$109.90 |
| Orville and Vera Wagner | rent for August | 100.00 |
| The Falcon Restaurant | 27 dinners on 8-8-62 | 38.16 |
| Western Union | telegram sent by Guiser | 4.07 |
| Northwestern Bell Telephone Co. | statement for July | 43.90 |
| Hines Photo Service | 48 prints | 3.19 |
| Foresheew Supply Company, Inc | office supplies | 1.00 |
| Aberdeen American-News | prints and copies of paper | 2.60 |
| Porter Sales Agency | legal size file | 73.25 |
| Charles J. Tutsch | expenses | 114.64 |
| Bert P. Mason | expenses, per diem | 292.03 |
| Refunds, promotional fee | total for July | 80.24 |

Motion was made by Covey, seconded by Borkirchert that meeting adjourn. Motion carried.

Melvin Borkirchert
Melvin Borkirchert, Secretary

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Meeting of August 20, 1962

Meeting of the South Dakota Wheat Commission was called to order by Ernest Covey, vice chairman, with the following members present: Mason, and Brakke. Mr. E. H. Bullenkamp, European Office, Great Plains Wheat, Inc., Rotterdam, the Netherlands, was also present to discuss the situation of United States wheat exports in Europe. Mr. Bullenkamp had many interesting facts to tell concerning U.S. wheat and the Common Market.

Motion was made by Mason, seconded by Brakke that motion made by Mason at the July 14, 1961 meeting in regard to mileage, meals, and rooms be deleted from the minutes of that meeting. Motion carried.

Motion by Mason, seconded by Brakke that the South Dakota Wheat Commission follow the travel regulations as set out by the State Board of Finance. This is to be retroactive to July 1, 1961. Motion carried.

Tutsch reported that Mr. Elgie Coacher, executive director of the Board of Regents, had expressed the opinion that the South Dakota statutes would not allow construction of a greenhouse for wheat breeding. A memorandum opinion had been received from the office of the Attorney General by Mr. Coacher's office which stated this. The \$6,500 grant-in-aid to State College will have to be approved by the South Dakota Legislature in 1963. Arrangements will be made by State College, the Board of Regents, and the Wheat Commission to enable a bill of this nature to pass the legislature.

Motion was made by Brakke, seconded by Mason that Tutsch secure a state car from the Travel Commission if possible for the Minneapolis Grain Marketing Seminar August 29, 30, and 31. Tutsch is to pick up Brakke in Huron, Mason and Borkirchert at the Mason farm, and continue to Minneapolis. Motion carried.

Motion was made by Mason, seconded by Brakke that the meeting adjourn. Motion carried.

Charles J. Tutsch

Charles J. Tutsch, secretary pro tem

30

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Meeting of September 14, 1962

The South Dakota Wheat Commission met September 14, 1962 at 9:30 a.m. in the office located at 321 South Pierre Street, Pierre, South Dakota, with the following members present: Guiser, Mason, Borkirchert, Brakke, Covey, Dybvig, and Bentley. Also present were Drs. Wells and Fine of State College.

The minutes of the meeting of August 8, 1962 were read. The \$6500 grant-in-aid for building a greenhouse on State College campus was discussed at length with Dr. Bentley with only one possibility remaining--that special legislation be passed authorizing the Board of Regents to build a greenhouse costing approximately \$10,000 (from grants). President H. M. Briggs had been written asking for the drafting of legislation to enable this.

Dr. Bentley also noted that legislation was needed to liberalize the Board of Regents authority to grant permission in cases such as this. He mentioned the Physical Facilities Bill which authorizes the building of structures for the purposes of improving facilities and had passed the House of Representatives. Present statutes will not allow State College to take advantage of the grant-in-aid offered by the SDWC or the Physical Facilities Bill if it passes the Senate.

Motion by Borkirchert, seconded by Covey that August 8 minutes be approved. Motion carried. Minutes of meeting of August 20, 1962 were read. Motion by Brakke, seconded by Covey that August 20 minutes be approved. Motion carried.

Financial statement was read by Treasurer Mason. Motion by Brakke, seconded by Covey that this be approved. Motion carried.

Drs. Bentley, Wells, and Fine left meeting at 11:45 a.m.

Motion by Brakke, seconded by Borkirchert that films purchased by South Dakota Wheat Commission be kept in the office for one year and distributed from the office. State College is to be asked if they would name the films we have on hand in their directory, and we would list in the Newsletter film they have in State College Film Library. Motion carried.

Motion by Mason, seconded by Brakke that we write a thank-you letter to the Nebraska Wheat Commission for the donation of the film "The Last Wheat Crop" for State College use. Motion carried.

Lloyd Engebretson, South Dakota Department of Agriculture, entered the meeting at 1 p.m.

Motion by Mason, seconded by Covey that the Publicity Director in cooperation with the office staff proceed to order and distribute promotional material and information as needed to increase utilization of wheat and wheat products. Motion carried.

Discussion was held on the needs of a home economist at various times in the state to promote wheat products and it was decided that the SDWC would allow claims for this.

Action on promotional work for rolled wheat in school lunches was deferred.

Guiser, Brakke, and Covey were appointed to attend the Land and People Conference in Denver October 8-9.

Guiser and Brakke are to attend the Great Plains Wheat board of directors meeting September 20-21, Grain Standards Committee meeting September 19, and Transportation Committee meeting September 20 with Guiser sitting in as alternate for Tutsch on Grain Standards Committee and Mason on Transportation Committee.

The application for second-class mailing privilege for the Newsletter with action on the denial was deferred until additional information was obtained.

The research project outline "Effects of Transportation on Market Structure, Conduct and Performance in the Grain Industry" which will be done at State

Minutes of Meeting of September 14, 1962 - Page 2

College by Harry Greenbaum was discussed and it was agreed that this was a worthwhile project and that the SDWC would render needed information to State College if possible.

Motion by Brakke, seconded by Mason that the following claims be allowed:

| | | |
|----------------------------------|----------------------------|-----------|
| Great Plains Wheat, Inc. | expenses, July | \$1938.70 |
| Edward N. Daum | mileage, Ghana team | 9.10 |
| Charles J. Tutsch | salary, August | 448.71 |
| Dorothy J. Maden | salary, August | 205.07 |
| Carol Butler | salary, August (168 hours) | 142.15 |
| City of Pierre | utilities, August | 29.85 |
| Postmaster | postage for meter | 95.00 |
| Vera and Orville Wagner | rent, September | 100.00 |
| Pierre National Bank | withholding tax, August | 119.20 |
| National Geographic Society | wall map | 3.75 |
| Bob's Transfer | storage of wheat display | 3.00 |
| The Reminder | Newsletter and envelopes | 52.75 |
| Northwestern Bell Telephone Co. | statement, August | 71.60 |
| State Display Service | booth trim-wheat display | 22.00 |
| Grain & Feed Dealers Nat'l Assn. | 15 copies - Grain Reserves | 1.26 |
| Moore Agency | premium - liability policy | 16.74 |
| Youngberg Signs | 1 showcard | 5.00 |
| Bakers of American Program | "Food and You" booklets | 11.15 |
| Sioux Falls Paper Company | 2 rolls Win-Do-Dec | 8.00 |
| Dorothy Dancker | 12 pictures | 6.00 |
| Best Business Machines, Inc. | Thermofax supplies | 82.78 |
| Capitol Supply Room | office supplies | 5.45 |
| State Travel Commission | Car #72 - 2414 miles | 132.77 |
| Charles J. Tutsch | expenses | 350.81 |
| Melvin Borkirchert | expenses and per diem | 260.85 |
| Andrew Brakke | expenses and per diem | 164.74 |
| Ernest A. Covey | expenses and per diem | 72.16 |
| Clarence Dybvig | expenses and per diem | 118.72 |
| Bert P. Mason | expenses and per diem | 168.78 |
| Postmaster | postage for Newsletter | 135.00 |
| Refunds, promotional fee | total for August | 286.07 |

Motion by Covey, seconded by Brakke that meeting adjourn. Motion carried.

Melvin Borkirchert

Melvin Borkirchert, Secretary

Attest:

Charles J. Tutsch

Charles J. Tutsch, Director

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Meeting of October 11, 1962

The South Dakota Wheat Commission met October 11, 1962 at 9:30 a.m. in the offices of the Commission located at 321 South Pierre Street, Pierre, South Dakota, with the following present: Guiser, Covey, Mason, Borkirchert, and Brakke.

Minutes of the September 14 meeting were read. A brief report was given by Guiser on the GPW wheat utilization committee meeting and the Land and People Conference attended by Guiser and Mason.

Motion by Covey, seconded by Borkirchert that the SDWC provide promotional recipes and material for use of wheat products in the school lunch program in South Dakota. Motion carried.

Motion by Covey, seconded by Borkirchert that minutes of meeting of September 14 be approved. Motion carried.

A general discussion was held on the possibility of additional funds from SDWC for the Great Plains Transportation Committee. It appeared that work on the west coast export rate in North and South Dakota had not been considered by GPW budget committee and unless prior arrangements were made for additional funds, GPW Transportation Committee may have a deficit budget.

Covey reported that he had been unable to attend the meeting at Dallas, South Dakota, October 9, to represent the Wheat Commission because he had another commitment that evening.

Motion by Brakke, seconded by Covey that the blanket bond covering the Treasurer, Director, and two office personnel submitted by the Spink County Bank at Redfield be approved. Motion carried.

Guiser, Mason, and Borkirchert were designated to attend the joint meeting October 15, 1962 at Bismarck, North Dakota with the North Dakota State Wheat Commission on the 70 cent west coast export rate on wheat. Tutsch was to attempt to secure a Travel Commission car and invite representatives of the Public Utilities Commission to ride along.

The large imports of Canadian wheat to the United States for domestic use were discussed considerably but action was deferred.

Tutsch was instructed to compile a letter to send to the United States Department of Agriculture supporting the stand taken by GPW on the reduction of subsidy on high ash content flour.

Motion by Borkirchert, seconded by Covey, that Brakke and Tutsch look into the possibility and feasibility of hiring a public relations firm or person to enter into an agreement to do public relations work for the Commission. Motion carried.

Motion by Borkirchert, seconded by Covey that office personnel secure duplicating machine to expedite and make more economical news releases and other promotional material. Motion carried.

Motion by Mason, seconded by Brakke that the following claims be allowed. Motion carried.

| | | |
|-----------------------------|--------------------------------|----------|
| Charles J. Tutsch | salary, September | \$469.86 |
| Dorothy J. Maden | salary, September | 205.07 |
| Internal Revenue Service | withholding tax, September | 111.30 |
| Division of Old Age and | Social Security for quarter | |
| Survivors Insurance | ending September 30, 1962 | 193.67 |
| Orville and Vera Wagner | rent, 10-15 to 11-14-62 | 100.00 |
| City of Pierre | utilities, September | 25.32 |
| Carol Butler | salary, September (26 hrs.) | 25.19 |
| Northwestern Bell Telephone | statement, September | 60.48 |
| State Fair Board | storage on exhibit, 4-1 to 9-1 | 10.00 |
| Brown and Saenger, Inc. | office supplies | 6.68 |
| Bob's Transfer | storage on exhibit, September | 3.00 |

SDWC-Minutes of Meeting of October 11, 1962-Page 2

| | | |
|-------------------------------|---------------------------------|---------|
| Capitol Journal | subscription to newspaper | \$10.50 |
| Booster Publishing Company | scratchpads, assessment cards | 180.50 |
| Capitol Supply Room | office supplies | 4.36 |
| The Reminder | 5M bulletins, 4500 newsletters, | |
| | 2M envelopes | 136.45 |
| Great Plains Wheat, Inc. | expenses for August, 1962 | 2137.51 |
| State Travel Commission | mileage on state cars | 53.47 |
| Postmaster | postage on postage meter | 95.00 |
| Postmaster | postage on newsletter | 135.00 |
| Brown and Saenger, Inc. | office supplies | 1.00 |
| Bert P. Mason | expenses, per diem | 246.12 |
| Melvin Borkirchert | expenses, per diem | 30.58 |
| Ernest A. Covey | expenses, per diem | 24.14 |
| Charles J. Tutsch | expenses | 28.03 |
| Paul Guiser | expenses, per diem | 376.91 |
| Andrew Brakke | expenses, per diem | 52.25 |
| Refunds, promotional fee | total for September | 257.38 |
| (71 refunds - average \$3.63) | | |

Motion by Covey, seconded by Mason that meeting adjourn. Motion carried.

Melvin Borkirchert
Melvin Borkirchert, Secretary

ATTEST:

Charles J. Tutsch
Charles J. Tutsch, Director

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Special Meeting - October 15, 1962
Room 110, State Capitol, Bismarck, North Dakota

A special meeting of the South Dakota Wheat Commission was called to order by Chairman Paul Guiser in Room 110, State Capitol, Bismarck, North Dakota. Those present were: Mason, Borkirchert, and Director Tutsch, who were attending a joint meeting with the North Dakota State Wheat Commission on West Coast export rate on wheat.

The West Coast export rate on wheat hearing to be held in Chicago on October 23 before the Transcontinental Freight Bureau was considered of utmost importance. It was moved by Borkirchert, seconded by Mason that the chairman make necessary contacts to find responsible witnesses to testify at the hearing in behalf of the proposal and that SDWC would pay their necessary traveling expenses for those attending. Motion carried.

The qualifications and salary of the office assistant had been discussed previously by members of the Commission. Moved by Mason, seconded by Borkirchert that salary of office assistant Dorothy J. Maden be raised to \$275 retroactive to October 1, 1962. Motion carried.

Motion by Borkirchert, seconded by Mason that meeting adjourn.



Melvin Borkirchert, Secretary

ATTEST:



Charles J. Tutsch, Director

SOUTH DAKOTA WHEAT COMMISSION

Minutes of Meeting of December 6, 1962

The South Dakota Wheat Commission met December 6, 1962, in the offices of the Commission located at 321 South Pierre Street, Pierre, South Dakota, with the following present: Guiser, Covey, Borkirchert, Mason, and Brakke.

Minutes of the meeting of October 11, 1962 were read. Motion to approve the minutes as read was made by Brakke, seconded by Covey. Motion carried.

v

The financial statements for October and November were read by Treasurer Mason. Motion was made by Borkirchert, seconded by Covey that the treasurer's report be accepted. Motion carried.

Chairman Guiser reported that when he was in Washington, D. C., that he and Jim Vaske of the Great Plains Wheat Washington, D. C., office had an appointment with Mr. Redmond and Mr. Monroney, personnel of the Federal Postal Department, relative to the SDWC securing a minimum postal permit or a 50% discount bulk third class matter permit for the mailing of the Commission newsletter and other matter. It was determined that the Commission was not eligible for the minimum 1/8¢ rate but it was thought that the Commission was entitled to being approved for the 50% bulk third class permit and that all provisions and conditions of the Commission law be explained in detail on the postal permit application. They suggested and explained that in order for the Commission to secure the privileges of the 1/8¢ mailing rate that an amendment to the present law may be secured as such was the case this past session of Congress to include another association similar to the Wheat Commission. On January 9, 1962, the Commission applied for this permit and was denied on January 22, 1962. Denial was based on that part of the Postal Manual which excludes a State governmental body from mailing bulk third-class matter under permit at 50% postage discount even though such State body is operated on a non-profit basis.

Mr. Ronald L. Struwe appeared before the Commission to explain in detail a communications proposal for the South Dakota Wheat Commission. The outline of the problem was discussed at length, and it was generally agreed by the Commission that we should attempt to get our story across to the thousands of producers who are supporting our efforts and convince them that the avenue upon which the Commission has embarked is the one which will yield the best results to them. Stress should also be placed with the press and other mass media to get the story of the wheat industry across to the total population of South Dakota. Several parts of the communications proposal were discussed with ideas brought out by both Mr. Struwe and Commission members. It was generally agreed by the Commission that Mr. Struwe be engaged on a trial basis to carry out this communications proposal. It was felt that a ceiling would or should be placed on charges for services rendered by Mr. Struwe. Mr. Struwe estimated that his charges should not exceed \$250 per month, and he felt that as time would progress much of the work would take less time. The type of proposal which Mr. Struwe had proposed would allow a 30-day cancellation notice by either party.

Mr. Roy Potas, agricultural statistician in charge of the South Dakota Crop and Livestock Reporting Service, Sioux Falls, South Dakota, met briefly with the Commission. He inquired as to the use and need for the South Dakota agricultural reports which were made up and distributed by his office. Mr. Potas said that if the reports were not serving a purpose and were not needed they will be dropped because the financial picture will not allow the continuation of this service. This was a service which would have to be supported by an appropriation from the Appropriations Committee of the South Dakota Legislature and the \$16,000 which was being suggested would not be adequate to carry on this service.

It was noted that eight elevators were not reporting to the Wheat Commission nor answering any correspondence sent to them from the Wheat Commission office. Motion was made by Brakke, seconded by Mason that the director make an attempt to personally contact the delinquent elevators. Motion carried.

It was moved by Covey, seconded by Brakke that we exhibit the Wheat

Display at the 1963 Sioux Empire Farm Show in Sioux Falls, South Dakota. An effort is to be made to obtain space in the Educational Building; but if necessary, that the director purchase space in the Commercial Section provided that the expense is reasonable. Motion carried.

Mr. Andrew Brakke reported on the Farmers Elevator Association of South Dakota meeting at Huron December 3 and 4 attended by Brakke, Borkirchert, and Tutsch. Brakke reported that the plans had not developed as well as expected but that many fine contacts had been made with managers and others interested in the selling of wheat. Mr. Howard Hardy of the Great Plains ^{Wheat} central office arrived on the morning of December 4, and in the afternoon a visit was made to the ASCS office to visit with Ralph J. Hohenthaner and George Van Sherrel. The purpose of this meeting was to try to iron out the question as to the information desired in making a survey of the quality of wheat under loan. We found the office very willing to cooperate in any way possible to help obtain the wheat quality survey, but they needed clarification from the Wheat Commission as to the number of samples desired from each county. They indicated that around January first they would be making additional loans and that at this time they could pick up samples from various bins of farm-stored wheat to make up a composite sample to be sent in to the state office. These samples would be kept separate by year from 1959 through 1962. Within a few days the State ASCS office would be expecting a letter from the South Dakota Wheat Commission outlining the size of the areas in each county that we had in mind in regard to drawing samples, the number of samples from each county, and any other details necessary in order that they may implement the survey immediately. This letter was to come from the Commission after their December 6 meeting.

Mr. Clifford Hope of the Great Plains Wheat central office asked that the members states of GPW send in a list to the central office of individuals they would have available for special assignment listing them in preferential order and giving the dates they could serve between February and May. He said the next trip scheduled would probably be in the Pacific area in early January and that two representatives were tentatively scheduled for South America, two for Europe, two for Africa, and possibly one to serve on a combination survey team to Australia in cooperation with Western Wheat Associates. The matter will come before the Coordinating Committee scheduled December 11 in Denver.

Mr. Richard Hawkins, a salesman for IBM equipment, met briefly with the Commission and gave a short demonstration of IBM dictation equipment. It was agreed that the Commission office would use the equipment for a week or ten days and report to the Commission on their satisfaction or dissatisfaction with the equipment.

Tutsch gave a brief report on the Nebraska elevators visited November 21. There were two in Valentine, one in Crookston, one in Kilgore, and one in Cody, Nebraska. All elevators with the exception of Cody were very cooperative and said they did not mind doing this work for the South Dakota wheat producer. The Cody elevator agreed to send in one check with one report at the end of each year. Under the circumstances this was agreed upon.

The Commission indicated that they did not have too much knowledge of the bookkeeping done in the Commission office. Mrs. Dorothy Maden was called in and gave a very comprehensive and clear report of the bookkeeping procedures which had been outlined by the State Comptroller's office.

Mr. Howard Hardy, vice president of Great Plains Wheat, Inc., was present and made several comments. He felt that the Commission should meet for two days to conduct the necessary business of the Commission; that a policy statement similar to GPW or the other commission states should be adopted to guide the director, the chairman, and the Commission; and that closer liaison be maintained between the Commission and the grower association. The commissions and the growers must then work in closer cooperation with the already established agricultural organizations, commodity groups, educational institutions and educational staff people, and the grain trade.

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Motion was made by Borkirchert, seconded by Brakke that the following claims be approved. Motion carried.

| | | |
|-----------------------------|--|----------|
| Charles J. Tutsch | salary, October | \$460.62 |
| Carol Butler | salary, October-part-time | 15.50 |
| Charles E. Sterling | janitor service (6-30-62 to 9-16-62) | 23.73 |
| Dorothy J. Maden | salary, October | 216.71 |
| City of Pierre | utilities, October | 8.28 |
| Pitney-Bowes, Inc. | postage meter rental (10-26-62 to 1-25-63) | 18.00 |
| Great Plains Wheat, Inc. | expenses, September | 2,290.63 |
| Pierre National Bank | withholding tax, October | 105.10 |
| Spink County Bank Agency | blanket bond | 90.12 |
| Max Myers | expenses to Chicago-rate hearing | 116.13 |
| Refunds for October | total of 75 refunds (average - \$4.29) | 322.05 |
| Northwestern Bell Telephone | statement, October | 48.95 |
| Orville and Vera Wagner | rent, 11-15-62 to 12-14-62 | 100.00 |
| Dennis L. Anderson | expenses to Chicago-rate hearing | 164.86 |
| Wilson Truck System | freight for wheat exhibit | 40.08 |
| Great Plains Wheat, Inc. | expenses, October | 1,452.89 |
| Pierre State News | subscription to newspaper | 15.60 |
| Charles J. Tutsch | salary, November | 465.44 |
| Dorothy J. Maden | salary, November | 216.71 |
| Refunds for November | total of 42 refunds (average - \$4.48) | 188.29 |
| City of Pierre | utilities, November | 10.14 |
| Pierre National Bank | withholding tax, November | 105.10 |
| Carol Butler | part-time salary, November | 29.06 |
| Pitney-Bowes, Inc. | new postal rate chart for meter | 1.00 |
| Orville and Vera Wagner | rent, 12-15-62 to 1-14-63 | 100.00 |
| The Reminder | 11 M refund applications and 4,500 newsletters | 64.90 |
| Bob's Transfer | storage on wheat exhibit (10-10-62 to 12-10-62) | 6.00 |
| Travel Commission | mileage on State Car #83 | 24.64 |
| Best Business Machines | copy belt and dust cover | 8.73 |
| Capitol Supply | office supplies | 28.50 |
| Porter Sales Agency | typewriter ribbons | 3.25 |
| Mrs. Frank Kocoureck, Jr. | preparation of statement of Guiser for Chicago rate hearing | 5.25 |
| Northwestern Bell Telephone | statement, November | 135.76 |
| Melvin Borkirchert | per diem and expenses | 121.47 |
| Ernest A. Covey | expenses and per diem | 48.27 |
| Bert P. Mason | expenses and per diem | 332.33 |
| Charles J. Tutsch | expenses | 251.97 |
| Postmaster | postage for newsletter | 150.00 |
| Best Business Machines | Thermofax supplies | 59.16 |

The next meeting date was discussed, and it was agreed that the next meeting would be set to come sometime between Christmas and New Year's.

Motion was made by Covey, seconded by Borkirchert that meeting adjourn/ Motion carried.


Melvin Borkirchert, Secretary

ATTEST:


Charles J. Tutsch, Director