

MOTION by Mrs. Wright that the President be authorized to fill the vacancy occurring in the Publicity Chairmanship.

Mrs. Harbaugh was assigned the duties of the Publicity Chairman until the vacancy is filled.

JANUARY PACKET

By common consent, it was decided not to send out a January packet. Mimeographed copy is to be sent from the State Office.

LEADERSHIP CONFERENCE

MOVED by Mrs. McCamant that the editor of the Kansas Parent-Teacher be sent to the Leadership Conference at Lawrence; expenses to be paid from the funds of the magazine. CARRIED

GUARDIANSHIP AND ADOPTION LAWS

The secretary read a letter from the National Congress concerning the interest we should have in the adoption laws of every state. Mr. Richards MOVED that the president appoint a committee to look into the guardianship and adoption laws of Kansas.

Mrs. E. E. Miller and Mrs. C. M. Miller were appointed on this committee.

SALARY OF OFFICE SECRETARY

MOTION by Mr. Richards that the salary of the secretary to the president be \$90.00 per calendar month, and that adequate funds be allocated to this account. CARRIED

REGULAR REPORTS AT CONVENTION

MOVED by Mr. Richards that all regular reports required of this organization be in three parts as follows:

- (A) A statistical report in accordance with forms furnished by the Office Secretary.
- (B) A report of achievements.
- (C) Suggestion of problems and improvements to be considered by the Board; that these reports be sent to the Office Secretary one month prior to the date of the pre-convention board meeting and that the secretary tabulate statistics and summarize achievements and send copies to each member of the board prior to the date of the convention. CARRIED Members of the Executive Committee were requested to send in suggestions for a report form.