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## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039

Approval Expires: 1/20/45

Monthly Report

For Month Ending July 1943BUSINESS ENTERPRISECenter MANZANAR

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Management and Personnel Committees have been actively engaged in search for a new General Manager. The Auditing Committee has supervised the taking of monthly inventory and checked the monthly financial statement issued by the Comptroller and Treasurer. By-laws Committee has met for discussions of the proposed changes in the by-laws to open membership to group organizations and to non-evacuee residents on the Project.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

No Report

\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also report here the activities of the Membership Committee during the month.)

One Congress meeting at which time the Operating Agreement was accepted. The proposal for expanding Canteen Services by opening a branch at the Golf Club Course was discussed and rejected.

3 Board of Directors meetings which they discussed revision of the by-laws, the policy regarding a payment of memberships to persons having relocated or died during the past quarters. The status of the Free as it relates to Cooperative.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

Akira Hara

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

1. Discussions toward clarification of policy regarding Section IV of Administrative Instruc. #26 held with Project Attorney and Project Director

2. Discussion of proposed revision of by-laws to allow membership for organizations and non-evacuee.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

1. Moving of barracks to central firebreak for Coop stores. Washington Office has withheld application for PD200.
2. In-service training of apprentices as part of WRA vocational-apprenticeship training program requested. Coop Service trades now offering apprenticeship training.
3. Another month and no answer regarding revised rental schedule for unfinished buildings at Manzanar - see our letters of May 10, June 3 and July 1, 1943.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

None

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Financial Statement not yet available.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
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Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

The Management and Personnel Committee have been studying the problem of re-organization of the Coop staff which will be made necessary by the segregation program.

The search for a new general manager is still in progress.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Coop pamphlets have been ordered both in English and in Japanese.

Committee activity is sadly lacking.

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C. MEMBERSHIP MEETINGS. (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

The Coop Board approved a policy for the payment of those memberships that will be withdrawn on result of relocation and segregation. The July financial statement report was discussed and accepted by the Board. The resignation of the General Manager was accepted effective 18th of August.

The Board heard Mr. Otto Rossman and discussed the problem of transferring memberships for those persons who are going to Tule Lake. The Board's decision regarding the support of the buyers in the New York Office withheld pending a report from the Management.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

1. Tom Hatanaka to attend Rochdale Institute in New York.
2. Roy Hoshizaki, Milwaukee, Wisconsin without any job.
3. Michiko Konishi, domestic work in N.Y. 4. Chizuko Matsuno, Domestic wk. in Illinois and Betty Sakamoto, to Salt Lake City.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

The revised rent schedule and re-organization of Coop Personnel.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

The revised rent schedule. The priority of moving barracks to create a central community store.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Estimated at the end of a quarter

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Being worked at the present time so incomplete to date.

## WAR RELOCATION AUTHORITY

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Monthly Report

Month Ending Sept. 194 3BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

New standing committees for the coming six months appointed; therefore, very little committee activity; members getting acquainted with their duties and responsibilities.

Management and Personnel committee still searching for General Manager  
By-Laws Committee working on minor modifications on the Operating Agreement.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Current Co-op magazines made available to members: "Bread and Butter,"  
"Consumer Reports," "Consumer Cooperation."

Discussion groups being organized for students who are showing interest in forming a cooperative among themselves.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also include here the activities of the Membership Committee during the month.)

New Congress elected Third Board of Directors for the coming term; New Congress and Board accepted August financial report; endorsed and approved sending three delegates to Inter-Center Co-op Congerence, if held at Denver. With Chicago as site of confab, only two sent with Dr. Bruce, Chief of Bus. Ent. Div. Declaration of quarterly refund for April, May, and June approved with achievement of 3 to 1 ratio.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

8 Coop employees left on furlough work to Idaho.

M. Yoshii former manager of Canteen relocated to Salt Lake City, Utah in Garage work. Margaret Handa former beauty operator went on similar job to Chicago, Illinois.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Merchandising difficulties especially in items containing fat and sugar; civilian quota allotment for such is being asked. Extension of co-op services to counteract "wildcat" enterprises.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Moving of co-op buildings still pending.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Incomplete

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Incomplete

September, 1943

MOTION PICTURE PROGRAMS:

Number of Different Programs During Month 1  
Total Number of Shows Given 6

Average Weekly Movie Attendance 6,000

Non-theatrical Programs Given none

Attendance.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending Oct. 194 3

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership. Personnel Committee selected a new General Manager, Comptroller and retained the existing Treasurer. The selection of the Ass't. Gen. Manager is still pending. New Enterprises (Planning) Committee investigated feasibility of Tailoring and Dressmaking Unit. Recommendation made to Board to accept it. Such a unit was accepted by the Co-op Congress and established.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.) Education Committee distributed a few pamphlets on the Co-op. Education Committee has been working with the Student Council of the High School Co-op.

The Board of Directors has approved the Apprenticeship Training Program of the various activities of Cooperative, including Shoe Repair, Watch Repair, Photo Studio and Beauty Shop and Barber Shop.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

1 Congress Meeting at which the new management was announced and accepted and the report of the delegation to the Chicago Conference was read and accepted. Two meetings of the Board of Directors were held.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

One Co-op employee relocated. Shizuko Akiyama - formerly Sales Clerk in Dry Goods Store relocated to Chicago, Illinois.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)  
The major problem confronting Coop is that of finding sufficient space to house the services needed by the community at which the Cooperative Slipper Making Unit and Indoor Theater. Additional warehouse space is needed in order to make possible the storage of merchandise being bought for winter season.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

The revision of the Operating Agreement is being held up by the Board of Directors of the Manzanar Coop until a reply is received from the Director Myer, on the resolution prepared by the conference of Center Cooperatives at Chicago. This resolution requested a reconsideration of Administrative Instruction No. 27 (Revised) and an early reply from the Director will enable us to complete the Operating Agreement.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Approximately \$200.00

2. Report on services started or discontinued this month, with comment.

Dressmaking Unit Started.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

None

October, 1943

MOTION PICTURE PROGRAMS:

Number of Different Programs During Month 1  
Total Number of Shows Given 12

Average Weekly Movie Attendance 4000

Non-theatrical Programs Given none

Attendance.

## WAR RELOCATION AUTHORITY

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Monthly Report

BUSINESS ENTERPRISEMonth Ending November<sup>194</sup>3Center Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Personnel Committee finally selected Assistant General Manager for the coming term. Auditing Committee worked on the monthly inventory of the various departments and found the condition of the enterprises in satisfactory shape. Disinterested Audit for the fiscal period April 1-Sept. 30, 1943 made by the Northwest Cooperative Audit and Service Association; current assets and liabilities still stand in the ratio of 3 to 1.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Interest in student co-op growing steadily; by-laws are being drafted.

Mild interest in group relocation; however, impetus may be added with the arrival of Don Elberson, formerly of Tule Lake Business Enterprises, who is here to organize groups for actual relocation.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Two Board Meetings were held during the month. Management reported on the activities of the New York Buying Office of the Federation of Center Cooperatives which is greatly helping in solving the merchandising difficulties of the co-op.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

None

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

The Co-op is confronted with increasing difficulty in obtaining priority items and supplies, such as films for its photo studio; and accessories to operate its Outdoor Movie Theatre.

Adequate and convenient space for expansion of several enterprises, and space for Indoor Movies for the winter months is an ever present problem.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Reconsideration of Administrative Instruction No. 27 concerning unemployment and extended illness compensation is being requested. Operating Agreement still pending the arrival of definite reply from Washington Office.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock valued at \$3,000

2. Report on services started or discontinued this month, with comment.

New Enterprise: Dressmaking department officially established as of November 1, 1943

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

None

November, 1943

MOTION PICTURE PROGRAMS:

Number of Different Programs During Month 6  
Total Number of Shows Given 12

Average Weekly Movie Attendance 5,000

Non-theatrical programs given none

Attendance

Month Ending Dec. 194 3

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Due to the fact that the Cooperative seems to be operating on a financially sound basis, committee activities have been lacking; and since the more difficult problems have been solved, the idea that the future is smooth sailing has become the prevalent attitude among the membership at large. The Auditing Committee has been the only consistent functioning body carrying on inventory check of the shops and services of the Enterprises. The By-Laws Committee is studying the proposed by-laws of the Federation of Center Business Enterprises; it is also awaiting clarification of Administrative Instruction No. 27, Section VIII C so that the Operating Agreement shall become operative.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

The Education Committee's activity has been very limited and confined to the distribution of Japanese translation of Cowling's "Introduction to Consumer Cooperation" to the Congress delegates. Feasibility of organizing a Credit Union was taken up with the arrival of Don Elberson, but due to the shortness of his stay, no definite action was taken. A very lukewarm interest in a Union seem to exist-- due to impermanent nature of the Center; reluctance to extend loans to reloc atees who may settle in distant parts of the country; argument that it is for a more stable community in which members are in almost daily contact and feel their obligations to each other. Consistent with WRA vocational program the Coop employs 3 apprentice cobblers, 1 beautician, 2 junior bookkeepers.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

There were two Board Meetings held during the month. The Management requested additional members to serve on the Auditing Committee. Possible participation of the local enterprise in the national co-op centennial was discussed; Don Elberson of the Washington Business Enterprise Office brought up the feasibility of organizing a Credit Union. However, no definite action was taken.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

Frank Ito who has been employed in the Shoe Repair Shop has relocated to Chicago, Illinois to find a cobbler's job.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

The Co-op faces the possibility of closing its Photo Studio due to inability to obtain preference rating for photographic films. Adequate winterization of its shops; suitable space centrally and conveniently located for its shops and services constitute some other problems. Since the Superintendent of State Compensation Insurance Fund refused granting coverage to the Coop regarding Employer's Liability, the Coop finds itself compelled to contact some private firm.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

It is highly desirable that immediate clarification of Administrative Instructive No. 27, Section VIII C regarding extended illness compensation be rendered so that the Operating Agreement shall become operative.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock valued at approximately \$3,000.

2. Report on services started or discontinued this month, with comment.

The Fish Department, formerly under the same roof with the Canteen has been moved to one of the Ironing Rooms to avoid overcrowding in the Canteen during rush hours.

Due to inclement weather the Outdoor Theatre has been discontinued during the winter months; temporarily, a mess hall is being used to provide movies to the residents.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Patronage refunds, withheld for the quarter--July, August, September, 1943--amounting approximately \$17,000 will be payable by March of 1944.

Month Ending Jan. 194 4

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

By-Laws Committee studied the proposed Articles of Association and By-Laws of the Federation of Center Business Enterprises making changes and additions.

The following temporary committee were appointed to cope with certain immediate problems:

- (1) Coop Centennial Committee--to create local interest and to devise methods and procedures for active participation in the coming Coop Centennial Celebration.
- (2) Souvenir Shop Committee--to make a report on the necessity of establishing a shop to handle project-made articles.
- (3) Community Activities Committee--to study ways and means of conducting recreational activities at minimum cost.
- (4) Industrial Committee--to reach a working agreement with the Industrial Division of the WRA for the utmost utilization of production facilities; and to organize a Coop wholesale distributing agency to furnish other centers with project-made articles.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Address by <sup>m</sup>Mr. Ralph P. Merritt, Project Director, to the Congress of Delegates on the importance of Cooperative Education.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

There were two Board Meetings and one Congress Meeting. The Congress approved the Management's plan for raising funds for the Community Activities Cooperative Association, by charging for movies, to finance its activities adequately; it also authorized the Management to work out details for the establishment of a Souvenir Shop; approved withholding of patronage refunds.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

Kiru Hirashima relocated to Washington, D. C. to be married.  
(Rebate Clerk)

Jane Yoshizumi (Beauty Operator) relocated looking for a job.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Merchandising difficulties as usual--especially in obtaining soap and rice due to tightening civilian quota allotment.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Clarification of Administrative Instruction No. 27, Section VIII  
Concerning extended illness compensation still pending.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Seasonal items valued approximately \$3,000.

2. Report on services started or discontinued this month, with comment.

none

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Patronage refund amounting to \$17,000 due at the end of February.

## WAR RELOCATION AUTHORITY

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Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

By-Laws Committee: Changes and adjustments made in the Operating Agreement between the W.R.A. and the Manzanar Cooperative were submitted and accepted by the Board of Directors.

Personnel Committee: Decrease of population caused by segregation and expected drop in sales, have made it necessary to make an analysis of employment quota for each department of the enterprises, and to pare down the personnel without impairing efficiency.

NEW ENTERPRISE COMMITTEE: Worked out operating details between the Industrial Division of the WRA and the cooperative for the distribution of finished products manufactured by the production section to other center cooperatives as well as to the local cooperative. A Memorandum of Understanding has been drawn up which is awaiting final approval by the interested parties.

RELOCATION COMMITTEE: The Chairman of the Board and the Executive Secretary were appointed by the Board of Directors to represent the Cooperative on the Relocation Committee of the Community Management Division of the WRA.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Because of a grave lack of a well thought out Education Program, the Business Enterprises Section has drawn up tentative plans for more frequent get-togethers between the employees and the Management to discuss problems such as may arise from day to day,--as customer attitudes, clerking technique, complaints, and how they have been, or may be handled, etc.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meet. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

There were two Board Meetings during the month in which an understanding was reached with the Industrial Division whereby the cooperative would act as a distributing agency of project-made products to other center cooperatives; discussion also revolved around the question of operating a Souvenir Shop to sell products made by the arts and crafts department of the Community Activities Section. A special Congress Meeting was held to postpone the semi-annual election of Delegates and Board of directors until the completion of the segregation move-

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ment. Operating Agreement approved by the Board.

II. RELOCATION: Henry Kinoshita, Chicago, Defense Job; George Sugawara & Tom Izumi, Chicago, in search of a job.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

The Management and Personnel Committee have been confronted with the problem of replacing efficient employees caused by segregation, and also by increased relocation among its workers.

Also with the departure of 1245 members to Tuolumne Lake, the question of liquidating these memberships without impairing the stability of the cooperative is the major concern of the management.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock,--seasonal items--valued at approximately \$3,000.

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Certificate of Indebtedness amounting to \$15,000

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
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Monthly Report

BUSINESS ENTERPRISECenter Manzanar

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A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Auditorium Committee reported that should the cooperative utilize the new school auditorium, the cooperative share of bearing the cost of furnishing the interior as proposed by the project administration, would amount to several thousand dollars; the committee recommended that the cooperative is not in a position to invest the required amount, and since it will not use the auditorium except for a few weeks during the year, it was inadvisable to participate in this particular venture.

Very limited committee activities.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Student Cooperative--Lee C. Poole of the Business Enterprise Section addressed the student council of the Manzanar High School relative to the formation of a student co-op; stressed the importance that the students should take the initiative and work out their problems together, and make themselves familiar with organizational details and the philosophical implications of cooperation.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

There were three Board Meetings and One Congress Meeting. The Board and Congress approved the moving of Coop stores to a centralized location; deferred the distribution of rebates for the period October 1, 1943-December 31, 1943, and will issue Certificates of Indebtedness, instead. Four delegates left for Granada Relocation Center to represent the local organization at the Inter-Center Coop Conference to be held April 3-5 inclusive.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

Mary Uyeno relocated to Milwaukee, Wisconsin to look for a job; George Ichien relocated to Chicago and Yasumasa Kuramoto relocated in Kansas City.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Coordination of Community Activities and the Cooperative, so that there will not be a conflict in spheres of operation. Working out of details for a community shopping center for the general convenience of the residents of the center.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Seasonal stock valued approximately \$1500

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

None

WAR RELOCATION AUTHORITY  
Monthly Report

EVACUEE PROPERTY

For Month Ending March, 1944

Center Manzanar

CASES HANDLED DURING MONTH

No. of Cases      AMOUNT INVOLVED

FARM PROPERTY:

Sales (Total Acreage _____)	<u>2</u>	<u>\$5,000.00</u>
Leases (Total Acreage _____)	_____	_____
Collections	_____	_____
Debt Adjustments	_____	_____
Total Farm Property Transactions	_____	_____

FARM AND AUTOMOTIVE EQUIPMENT:

Sales: Farm Machinery	_____	_____
Trucks	_____	_____
Automobiles	_____	_____
Other	_____	_____
Collections	_____	_____
Total Equipment Transactions	_____	_____

URBAN AND COMMERCIAL PROPERTY:

Sales: Hotels and Apartments	_____	_____
Stores and Industrial Property	_____	_____
Residential Property	_____	_____
Industrial Equipment & Fixtures	_____	_____
Merchandise	<u>1</u>	<u>300.00</u>
Other	_____	_____

Leases and Other Types of Management

Hotels and Apartments	_____	_____
Stores and Industrial Property	_____	_____
Residential Property	<u>1</u>	<u>50.00</u>
Industrial Equipment & Fixtures	_____	_____
Others	_____	_____
Collections	<u>4</u>	<u>280.00</u>
Debt Adjustments	<u>3</u>	<u>210.37</u>

Total of Such Transactions Handled This Month \_\_\_\_\_

MISCELLANEOUS ACTIVITY:

Inquiries Answered	<u>138</u>
Miscellaneous Services Performed	<u>39</u>

TOTAL AMOUNT INVOLVED IN TRANSACTIONS LISTED ABOVE: 11      5840.37

SUMMARY:

Total Cases      Cases Pending      Cases Completed  
Received This Month 17      At First of Month 158      During the Month 7

Cases Pending  
At End of Month 168

NUMBER CASES REFERRED:

Farm  
Property

Farm & Auto.  
Equipment

Urban & Co  
cial Property

To Project Attorney \_\_\_\_\_

To Field Office \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ 13

TRANSPORTATION AND STORAGE:

Number of Application

Forms Transmitted: For Storage (WRA-155) 11 For Transportation  
(WRA-156) 17

Number of Individual

Shipments of Property: Received at Project 95 Shipped From Project 1  
To Relocation Points 27

NARRATIVE REPORT: (Use space below for comment on progress and develop-  
ments of significance at center in connection with handling evacuee  
property matters; problems encountered; complaints received; sug-  
gestions and recommendations.)

On March 16, this section completed the freight shipments to Tule  
Lake which consisted of a total of 17 carloads. Beginning on Feb-  
ruary 28, one carload per day was shipped as scheduled. No serious  
problem was encountered during this shipment.

Since the arrival of some of the goods at Tule Lake however, we have  
had a complaint registered that some of the canned goods belonging  
to one of the segregants was missing. However, as this property was  
under military guard constantly from the time it left the evacuee's  
premises until it was loaded on the freight cars, it is presumed  
that the vandalism did not occur at this center.

Although this section was quite busy with evacuee property  
matters during the balance of the month, nothing of particular  
significance occurred.

Summary:  
Total Cases  
Received This Month 17  
At Total of 188 During the Month  
Cases Being  
at End of Month 103

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending April 194 4

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

By-laws Committee -- making final adjustments on the Operating agreement between the WRA and the Cooperative.

Election Committee -- working out election procedure for general election of Congress Delegates and Board of Directors.

Student Co-op Committee -- committee of three Board members has been meeting with members of the Student Council and members of the high school staff and laying the groundwork for the formation of a student cooperative.

Planning Committee -- making housing adjustments, and drawing up plans for a centralized community shopping center.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C-0246-P1 of 2-bu-wp (OVER)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Three Board meetings and one Congress meeting were held during the month in which were discussed the centralization of co-op stores, election procedure for a general election of delegates and board of directors, and the feasibility of establishing an employment agency for domestic help and personal services for appointed personnel.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment. George Odahara relocated to Chicago, Illinois looking for a job. Iris Akiyama, a beautician in Manzanar, relocated to Chicago, Illinois looking for a job.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Co-op employment agency for domestic help -- Committee of Eleven appointed by the Board of Directors to make a thorough analysis of Manual Release No. 61, and the advisability of establishing such an agency.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Extension of time requested of Washington Office regarding Manual Release No. 61. Time required to make necessary adjustments and to carry on an educational program to acquaint residents with new administrative instructions. Persuasion to the new program will, in the long run, bear much better results than making mandatory a quick change to meet an early deadline.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock ----- approximately \$1300.00

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

None

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending May 194 4

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

1. Nomination Committee: Nominated Directors who were elected at May 17th Congress meeting.
2. Management Committee: decrease of personnel in stores and curtailments of purchases so as to reduce inventory.
3. Appointment of special committee by Board of Directors to study problems involved in liquidation.
4. Appointment of members to standing committees by Board of Directors
5. Auditing Committee: Participates taking of inventories.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

1. Cooperative Education Program: A new committee appointed undertaking plans to provide wider distributions of financial statements, Board of Directors minutes and general cooperative principles. Preparation for special program in commemoration of anniversary.
2. Apprentices fallen to one each; beauty shop and watch repair shop.

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C-0246-P1 of 2-bu-wp (OVER)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

During May there were 4 Board of Directors meeting and one Congress of Delegates meeting. Actions of Board: to buy workmen's compensation insurance; approval of employment agency (Manual 50.5.2F); amendment of operating agreement as per Washington request; election of new officers; appointment of standing committees; cancellation of plans to centralize stores. Congress Meeting: Election of Board of Directors; approval of Board of Director's recommendation for employment agency.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

One relocated to attend school and 16 terminated to go on work furlough.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

1. Planning for an execution of domestic service employment agency. As of May 31st, 11 of possible 37 domestic services; notice received from 4 staff members they must resign June 1 if no help available; have made announcements through Town Hall and Free Press for help but due to decrease resulting from relocation and furlough employment outlook is bad.

2. Proposed centralization of stores made impossible due to shortage of labor. 3. Decrease of Inventories: Sales on June 1, 2 and 3 for reduced purchases.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Operating Agreement as amended sent to Washington for final approval.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30, 60 days) Shoes, hats, dry goods and some Christmas toys and last summer's wears valued at approximately \$900. Age varies from 90 to 360 days.

2. Report on services started or discontinued this month, with comment. Authorization to open gift shop: Will sell project made goods such as toys, pins, etc.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Approximately \$14,000 accounts payable

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45

Monthly Report

BUSINESS ENTERPRISEMonth Ending June 1944Center Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Merchandising Committee: Made suggestions and recommendations on the Sporting Goods Store to reduce inventory.

Auditing Committee: Usual supervision of inventory count.

New Finance Committee: Held its initial meeting.

New Enterprise Committee: Reported that the committee will study purchases and sales of each department.

Planning Committee: Making a study of Dr. Carter's request for shades and screen to be installed in the new community auditorium to show matinee movies for children for the summer program.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

First issue of Co-op educational articles appeared in the Free Press, "Dollars and Sense"

\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C-0246-P1 of 2-bu-wp (OVER)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

There were 3 Board of directors and 1 congress meeting held in June. Introduction of new board members and its officers; plans for centralization of stores be abandoned; due to resignation of chairman, Mr. Tsurutani, Mr. Masunaka, a new chairman, was elected; two new successors were introduced to the board because of loss of two on relocation; approval on moving of Sporting Goods and Flower Shop and Dressmaking Shop to 16-1

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

1 beautician and 2 accountants relocated in Chicago.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Upon request by CACA, a committee was appointed to work with Town Hall and CACA to discuss on a policy and plans for controlling private enterprises among evacuees.

Due to heavy inventories, it will not be possible to pay dividends this quarter. Plan of the Management is to buy all membership and rebates of the members who want to Tule Lake last Feb. before paying rebates to

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

the residents. Approval was made to buy the membership rebates and reserve of 58 members who have relocated, amounting to \$627.79.

Compensation Insurance to be taken out with the present clearance of risk and liability being studied before issuance of contract.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock approximately \$700, however, improvement noticed in May financial statement.

3-day sale conducted for the second Manzanar Co-op anniversary.

2. Report on services started or discontinued this month, with comment.

Gift shop, of products made in Manzanar, opened for business June 3.

Report made on the favorable progress of the personal services to the appointed personnel.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Approximately \$14,000 accounts payable

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending July 194 4

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

New Enterprise Committee met with the sewing department to discuss the deficits this department has been showing every month.

Audit Committee made its regular month-end inventory check up.

Merchandise Committee made recommendations and suggestions to reduce inventory until the rebates and Tule Lake membership will have been purchased.

Program Committee: A special committee has been organized with one representative from Coop, Town Hall and Education to select movies which will be shown to the Community.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

A new Education Committee Chairman was appointed.

Weekly articles in the Free Press.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

2 Board meetings were held in July in which the new Assistant General Manager was introduced; approved purchasing window shades and drapes, plus the sheeting screen for the community auditorium; Management authorized to appoint a successor for the position of Comptroller; Workmen's Compensation Insurance tabled until further information could be obtained; approved to buy up the memberships, rebates and reserves of the members who went to Tule Lake, amounting to \$13,715.03; approved filing for Income Tax Exemption.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Committee on Private Enterprises Control drafted a proposed ordinance to be distributed to Congress of Delegates, Congress of C.A.C.A. and Town Hall Assembly to be further discussed and well understood by residents before it is adopted.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)  
Approval for repair of Canteen; plaster boards, cutting of doors; improved wiring--in lieu of the projected work on 14-14 in the proposed centralization program.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock approximately \$500

2. Report on services started or discontinued this month, with comment.

Flower Shop and Sporting Goods Shop moved to 16-1 where the site is centrally located.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Approximately \$6,000 accounts payable; Approximately \$6,000 patronage refunds.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending August 1944

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Auditing Committee: A new chairman was appointed; the committee participated in the month-end inventory count.

Program Committee: Movie Selection Committee met and made recommendations up to October.

By-laws Committee: Prepared amendments to the By-laws for the Board and Congress of Delegates.

Nomination Committee: Working on election procedure for general election of Congress of Delegates and Board of Directors.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

3 Board meetings and one Congress meeting were held in August. Further made on Workmen's Compensation Insurance; since June 16, the memberships, rebates, and reserves of 1385 members, totaling \$15,132.67 are being bought up; inventory has been reduced considerably and due to curtailment of purchases, rebates will be paid Manzanar members soon; was decided to call the Congress meeting in preparation for the election of delegates and new Board of Directors; proposed amendments to the By-laws to be presented to the Congress. Because of the resignation of the Canteen Manager, a new manager.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

*Cont'd below*

2 Co-op employees, accountant and comptroller relocated to Chicago looking for positions and one shoe repairman has relocated.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

In controlling private enterprises final resolution has been drawn and passed by the Town Hall Assembly; however, there are more details to be worked out before actually effecting this program.

~~XXXX WASHINGTON OFFICE XXXX LIST CENTER'S EXPENDING TO WASHINGTON OFFICE, and how that office can be of assistance to enterprise program at the center.)~~

CONT'D "C"

~~Presented~~ was appointed. Mr. Poole, Supervisor Bus. Ent. Sec., leaving for a position with UNRRA. Mr. Sugimoto, Gen. Mgr. will take over many of the duties formerly attended to by Mr. Poole. CONGRESS MEETING: The new Asst. General Manager was announced; decided to work out election procedure for general election of Congress of Delegates and Board of Directors. Mr. Masunaka, the new president greeted the delegates as its new chairman.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock approximately \$300.00

2. Report on services started or discontinued this month, with comment.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts Payable - approximately \$900.00

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending September 4 1944

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

By-Laws Committee: Presented amendments to by-laws for Congress' action.

Nomination Committee: Took charge of the election of the Board of Directors at the Congress meeting.

Auditing Committee: Usual supervision of inventory count.

Personnel Committee: Due to resignation of the Management the personnel committee is searching for successors to replace the positions.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in Free Press.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

4 Board meetings were held: first meeting of 5th Board of Directors held on Sept. 8; introduction of new board members. Action taken: election of officers; maintenance of N. Y. Buying Office by paying its share of the operating expense; 19 new members accepted into our Coop; to institute civil suit against Miss Watanabe for the misappropriation of Coop money in the amount of \$2500.

2 Congress meetings: Regular semi-annual meeting held on Sept. 5 for election of Board members; meeting was called to explain and thoroughly understand the Faye Watanabe case; call an auditor to check our books for period ending 9/30/44.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

4 relocated: one employee was inducted into Army; and 3: accountant, warehouse clerk, and beauty operator looking for jobs.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Inquiries are being made through Mrs. Adams in instituting civil suit against Miss Faye Watanabe for the misappropriation of Coop money in Chicago for \$2500. Workmen's Compensation still under its study stage. Private Enterprise Control Committee making study on ways and means of controlling private enterprises.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

In trying to recover the \$2500 from Faye Watanabe, Mrs. Adams is taking the advice which Mr. Myer suggested in his letter of writing to former WRA Assistant Solicitor who is in Chicago at the present time. WRA can be of great assistance to us if it will aid us in expediting the prosecution.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30, 60 days) Dead stock approximately \$747.41. Memberships, rebates, and reserves of the 1254 members transferred to Tule Lake were paid up, amounting to \$13,715.63. Inventory has shown great decrease the last month. Rebates to Manzanar members for Oct., Nov., and Dec., 1943 are being distributed.

2. Report on services started or discontinued this month, with comment.

Dry Goods Store had been closed three days for remodeling and plasterboarding the ceiling and walls, and laying the linoleum on the floor.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

None

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending October 1944

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

Personnel Committee: After encountering many difficulties, the Personnel Committee finally recommended Mr. K. Arai for General Manager and Mr. S. Shikami for the Treasurer to fill the positions left vacant by the old Management.

Auditing Committee: Due to a change of Management, the Auditing Committee assisted in checking inventory of all departments. This inventory count has been made to start anew for the new management.

B. CO-OPERATIVE EDUCATION:PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly Co-op news published in the Free Press.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

3 Board of Directors and 1 Congress meeting were held in which were discussed the selection and approval of personnel for the managerial positions; procedures to be taken in instituting civil suit against Miss Faye Watanabe for misappropriation of the \$2500. A report was made with regard to a meeting of the officers of the Board of Directors and the General Manager and Mr. Myer for the purpose of discussing various cooperative problems. Mr. K. Arai has been selected for the position of General Manager.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

Machiko Hoshiyama, Dry Goods Store clerk, relocated to Chicago looking for a job; George Fukuda, watch repairman, relocated to Cincinnati, Ohio to enter school; Mona Kinoshita relocated to Chicago, Illinois.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Civil suit against Miss Watanabe having been decided upon, the first step would be to locate her and effect service of process on her. The Co-op is communicating with various people for the purpose of obtaining information as to her whereabouts.

Workmen's Compensation and Owners', Landlords' and Tenants' Schedule Liability policy are under consideration.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

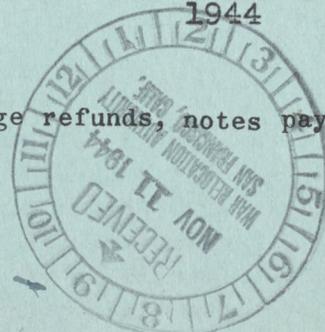
V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days) Dead Stock approximately \$1100.79. Warehouse inventory alone has been decreased \$8,717.40 for the last month. Rebates for Oct., Nov., and Dec., 1943 to Manzanar members in the amount of \$12,165.86 have been paid. Two auditors from Northwest Coop. Aud. & Serv. Walla Walla, Wash. audited Co-op books for period ending Sept. 30, 1944.

Dry Cleaning and Laundry Service has been temporarily moved to Dress Shop in 32 Ironing Room.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts Payable approximately \$14,000.



## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45

Monthly Report

Month Ending Nov. 1944BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Personnel Committee: The Personnel Committee has chosen Howard Marumoto to fill the position as Controller.

Auditing Committee: Usual supervision of inventory count.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in Free Press.

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

2 Board of Directors meetings were held in which were decided the continuation of the New York Business Service office and the sending of the two delegates, Mr. Koichi Ozone and Mr. Tom Fukushima, to the Gila conference. Workmen's Compensation policy and insurance discussed in detail by Project Attorney. Mr. Neil McNeil, Head Business Enterprises Section attended one meeting.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

Masako Yamamoto, Dry Goods Store cashier went to Minnesota; Sue Watanabe relocated to Chicago, Illinois; Woodrow Wakatsuki, Chester Ito, Ben Sakakihara, Army.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Workmen's Compensation policy is under consideration.

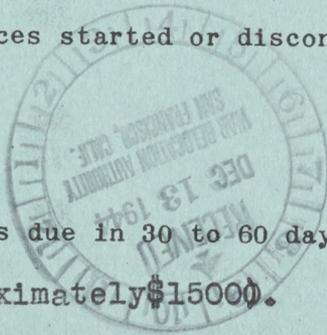
IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days) Dead Stock approximately \$1200. Rebates for Jan., Feb., and March 1944 being distributed block by block from November 13.

2. Report on services started or discontinued this month, with comment.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash  
Accounts Payable approximately \$15000.



## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending Dec. 194 4

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

Personnel Committee: Mr. Howard Marumoto took over as Comptroller from this month.

Since the President, Mr. Koichi Masunaka, is relocating to Chicago, his resignation was reluctantly accepted.

Auditing Committee: Usual supervision of inventory count.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Coeop news published in the Free Press.

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (1) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegates and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

1 Board of Directors and 1 Congress of Delegates meeting took place this month. New Board members were elected to supplement the regular Board. Discussed at such meeting the transfer of the Gift Shop to CACA (which was approved), report on liquidation conference held at Gila, liquidation of Sewing Dept., and the present cigarette shortage.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment. Masumi Furuya, Dry Goods salesclerk went to Ogden, Utah, Nellie Seno, steno-clerk and Aki Kawamoto, Warehouse, went to Washington, D.C. and Masaya Masuyama, Warehouse, went to Palo Alto, Calif.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

Dead stock approximately \$1200.

2. Report on services started or discontinued this month, with comment.

Gift Shop transferred to CACA

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable approximately \$15,000.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending Jan. 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Personnel: Mr. Yoshio Muramatsu (Vice-President) was elected President of the Board of Directors to fill the vacancy of Mr. Masunaka who relocated. Mr. Yoshio Nakamura is now the Vice-President.

Auditing: Usual supervision of inventory count.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

1 Board of Directors meeting took place this month. Matters discussed were as follows: resolution authorizing renewal of corporation, terminating of Domestic Service, authorized Co-op Board to give an Appreciation Dinner to Co-op employees, Congress Delegates and Block Managers, and election of President and Vice-President.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

Mr. Timothy Saito, chief retoucher, relocated to Los Angeles, California.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

One cashier now on WRA payroll as per teletype from J. H. Provinse, Washington, effective January 1, 1945.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

"Slow-moving stock" approximately \$1,000. (General Merchandise)

2. Report on services started or discontinued this month, with comment.

Action taken to terminate Domestic Service employees as of January 31, 1945.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable approximately \$19,000.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending Feb. 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Nomination committee: Working on election procedure for general election of Congress of Delegates and Board of Directors

Auditing: Usual supervision of inventory count.

B. CO-OPERATIVE EDUCATION:PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.) Two Board of Directors meetings were held this month. Mr. Otto Rossman, WRA Auditor Supervisor, discussed the various phases of problems which will arise on dissolution of the Co-op. Block election of Congress of Delegates was held and the Nomination Committee is preparing for the Sixth Board of Directors election. Mr. Runcorn, field representative, also advised Co-op in regard to Co-op Education and matters pertaining to liquidation.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

Sumiko Mato, Bookkeeper, Accounting Dept. , relocated to Los Angeles, California.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

1. Rental charge exemption during period prior to liquidation.
2. Further assistance re/check cashing service.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

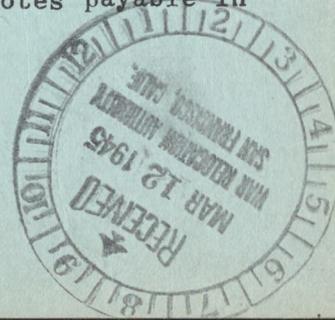
"Slow-moving stock" approximately \$2,000 of General Merchandise now on hand.

2. Report on services started or discontinued this month, with comment.

Dress Shop terminated as of February. Discontinuation of Laundry Service pending acquisition of new agency.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts Payable approximately \$10,000.



## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending March 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Election committee: took charge of the Board of Directors nominations and election at the Congress of Delegates meeting. The elected Sixth Board of Directors have been duly notified.

Liquidation committee: committee was formed to study the problems of liquidation.

Auditing: Usual supervision of inventory count.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS. (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Two Board of Directors and one Congress of Delegates meetings were held this month. Election for the sixth Board was held. Executive secretary's, Frank Yasuda, and Comptroller's, Howard Marumoto, resignations were accepted due to relocation. The General Manager made a comprehensive report on the meeting with Mr. Myer, February 28, explaining the Co-op business and financial situation and proposed liquidation plans.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

George Yamashita was inducted into the U.S. Army. Relocates for this month were: George Akahoshi, Akiko Sakamoto, Grace Maruki, Alice Nakamura and Kiichi Uyeda.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

1. Rental charge exemption during period prior to liquidation.
2. Further assistance re check-cashing service.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days) "Slow-moving stock" approximately \$2,000 of general merchandise now on hand. Rebates for April, May, and June, 1944 were distributed from Jan. 22 to Feb. 8. July, Aug. and Sept., 1944, rebates were distributed from March 13 to 30 totaling \$6237.44

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable approximately \$14,000

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending April 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Personnel Committee: The Personnel Committee has chosen Mr. Joe H. Kishi to fill the position of Assistant General Manager

Auditing Committee: Usual supervision of monthly physical inventory count.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

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\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Only one Board of Directors meeting was held this month. Mr. Joe H. Kishi's appointment as Assistant General Manager was approved by the Board of Directors. Mr. Howard Marumoto was reappointed as Comptroller.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.

Relocates for this month were: Hanako Shintani, Mary Okamura, Shig Mayeda, Kazuko Yamazaki, and George Mayeda.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

None

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

1. Rental charge exemption during period prior to liquidation.
2. Further assistance re check-cashing service.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)  
"Slow-moving stock" approximately \$2,000 of general merchandise now on hand.
2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable \$15,000.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending May 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS; \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Personnel Committee: The Personnel Committee has chosen Mr. Hachiro Mori to fill the position of Comptroller due to the relocation of Mr. Howard Marumoto. Mr. Tooru Takamatsu was chosen Treasurer.

Auditing Committee: Usual supervision of monthly physical inventory count.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

Mr. Runcorn, Enterprises Supervisor, came and suggested educational plans for the Co-op.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Four Board of Director's meetings were held this month. Mr. Roy Takeda, Mr. Takeshi Yagi, and Mr. George Mitsuata were elected to the Board of Directors. Mr. Hachiro Mori was appointed Comptroller; and Mr. Tooru Takamatsu was appointed Treasurer, and both were approved by the Board.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment. Relocates for this month were: Senkichi Shikami, Kazuo Takada, Janice Ishisaki, Yoshio Marumoto, Alice Hama, Michiyo Kamo, Mitsuyo Oda, Tomi Hiyoshi, Suehachi Oda, Fushi Nakagawa, Michiyo Takade, Tomoye Takashira, Bill Tsuji, Mary Yoshikawa, Harry Yosnikawa, Sobei Takeuchi.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

1. Rental charge exemption during period prior to liquidation.
2. Further assistance re check-cashing service.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

None

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days) "Slow-moving stock" approximately \$2,000 of general merchandise now on hand.

2. Report on services started or discontinued this month, with comment.  
Warehouse 21 has been turned over to the WRA.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable \$15,000.



WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45

Monthly Report

Month Ending June 1945

**BUSINESS ENTERPRISE**

Center Manzanar

1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

Personnel Committee: The Personnel Committee has chosen Mr. Fujinami to fill the position of Treasurer.

Auditing Committee: Usual supervision of monthly physical inventory count.

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op news published in the Free Press.

\*Co-operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

Four Board of Directors meetings were held this month. Mr. Fujinami was appointed Treasurer.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

Richard Nishimura was inducted into the U.S. Army. Relocatees for this month were: Kakunosuke Arai, Masako Tanimine, George Shiba, Genjiro Yoshinaga, Hideo Toma, Frank Hoshizaki, Shinba, Shigemi, Fumiko Nakagawa, Chizuko Sakuma, Kenome Ichi, Giichiro Tanaka, Tooru Takematsu.

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

None

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

1. Rental charge exemption during period prior to liquidation.
2. Further assistance re check-cashing service.

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)  
"Slow-moving stock" approximately \$2,000 of general merchandise now on hand.

2. Report on services started or discontinued this month, with comment.

None

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Accounts payable \$13,000.

## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending July 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar, Calif.

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.

Auditing Committee: Usual supervision of monthly physical inventory

B. CO-OPERATIVE EDUCATION PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Weekly article on Co-op published in the Free Press

\*Co-Operative success is measured by group action and results. This report should cover activity and progress of co-op organization in general, and supplements WRA Forms 233 and 234. Under Sections A, B, C, report developments which indicate increased evacuee participation, leadership and service to community: (1) meetings held, action taken, interest shown and attendance; (2) Progress and results of programs previously inaugurated; (3) Obstacles and lack of progress encountered and your program to overcome them. Use additional sheets if necessary and attach to this form.)

C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

2 Board meetings were held during the month  
4 Delegates were sent to the Salt Lake Conference

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

3 key employees relocated in other employment

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Liquidation - closing of all stores & services

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

Furnish check-cashing service during liquidation  
Hand down ruling regarding Income Tax exemptions

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

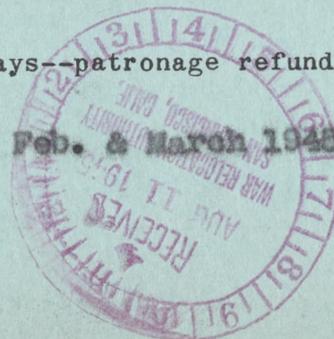
Approximately \$2000.00 in "slow-moving" stock

2. Report on services started or discontinued this month, with comment.

Sporting Goods Dept. closed - complete stock sold  
American Express service closed - Lack of worker

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash

Patronage refund for Jan., Feb. & March 1946



## WAR RELOCATION AUTHORITY

Budget Bureau No: 13-R039  
Approval Expires: 1/20/45Month Ending Aug. 1945

Monthly Report

BUSINESS ENTERPRISECenter Manzanar

## 1. CO-OPERATIVE ORGANIZATION AND EDUCATION PROGRAMS: \*

A. COMMITTEES: (Report Activities this month of these committees: Management, Executive; Efficiency; Personnel; Finance; Audit; Planning; Program; Articles and By-Laws; and any other committees except those on education and membership.)

1. On August 9th, Co-op Congress elected to dissolve on November 15, 1945. Dissolution to begin August 15, 1945.
2. By-Laws were changed according to the resolution presented by the Management, all regarding Dissolution.
3. Board of Directors decided to terminate all service departments.

B. CO-OPERATIVE EDUCATION: PROGRAM: (Report activities of Education Committee and also progress of employee training programs.)

Plans are being made to publish a Co-op Album.

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C. MEMBERSHIP MEETINGS: (Of the Co-op Congress, Delegate and District meetings. Report purpose of meeting, major matters discussed, action taken. Also here the activities of the Membership Committee during the month.)

1. On August 9th, 5 liquidation committeemen were elected to work with the Board during Liquidation.

II. RELOCATION: (Indicate number Co-op trained people relocated in Co-op work outside, (naming Co-op employer) and number of Co-op-trained people relocated in other employment.)

III. PROBLEMS: (Indicate major problems confronting center Co-op during month, those still pending, and action taken or program planned to meet them.)

Disposal of Fixed Assets & Inventory, committees were selected in each case to work out plans to meet this problem.

IV. WASHINGTON OFFICE: (List matters pending in Washington office, and how that office can be of assistance to enterprise program at the center.)

V. BUSINESS MANAGEMENT:

1. Give value and description of "dead stock" and how long on hand (30,60 days)

2. Report on services started or discontinued this month, with comment.

Discontinued services: Shoe Repair, Photo Studio, Barber Shop, Beauty Shop, Watch Repair and Flower Shop.

3. List obligations due in 30 to 60 days--patronage refunds, notes payable in cash  
Patronage refund, allocated reserve, & membership certificate redemption.