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MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.
March 30, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, inc., was called to order by S. Kuramoto, President, at 2:00 P.M., on March 30, 1943 at Building 708.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, G. Ikegami, L. Oki, T. Kawasaki, of the Administrative staff, K. Ikeda, Management Committee Chairman, and N. Sunada, Manager of Canteen #2.

Mr. N. Sunada was introduced to the committee members and was requested to present the details of the scrip and cash loss in his canteen, for which purpose the meeting had been called. He reported that there had been a deficiency of \$235.10 in scrip on March 23rd and \$101.95 in cash on March 24th in collections made at his canteen. The manner in which scrip and cash deliveries and collections are being made was explained.

Mr. Ikegami presented a record of cash overs and shorts in the scrip sale department for the month of March to date, stating that allowances should be made for reasonable differences.

After considerable discussion the members felt that it would be advisable to report the loss of scrip and cash to the Warden's office, supplying all available information. Mr. Ikeda and Mr. Sunada were requested to make the report.

A discussion was held at length on the formulation and institution of a system whereby a closer check can be kept on cash collections and on the advisability of centralizing scrip sales. It was decided that the aforementioned matters be referred to the Management Committee for more thorough study.

Mr. Sugimoto requested that a regular schedule be set for Executive Committee meetings in order that he might allow for them in his office routine. On his suggestion, regular meetings of the Executive Committee will be held bi-weekly hereafter on Mondays, alternating with the Board of Directors meetings, at 1:30 P.M.; special meetings to be called whenever necessary.

Upon the inquiry of Mr. Kubo, Mr. Sugimoto stated that the declaration of patronage refunds on the last day of each fiscal period is optional with each individual cooperative; dividends may be declared a few days prior to or following such date. He further stated that the dividends for the local cooperative will be declared at the end of the fiscal year, June 30th. The matter will be taken up at the next Board of Directors meeting.

Mr. Ikegami informed the committee that a firm in Klamath Falls, featuring a complete line of ladies' apparel, had applied for permission to make regular trips to the project to sell goods from their shop. He stated that the dry goods buyer and department

heads had recommended that monthly or semi-monthly trips be permitted. In view of the heads of the women and girls contemplating or preparing for relocation, the committee granted the request of the firm.

As there was no further business, the meeting was adjourned at 3:10 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

April 1, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was called to order by S. Kuramoto, President, at 1:30 P.M., on April 1, 1943, at Building 708.

There were present: S. Kuramoto, S. Kubo, M. Sugimoto, T. Kawasaki, and C. Ikegami.

The Chairman stated that Mr. Tsutomu Obana had tendered his resignation as Educational Director due to ill health. In view of the reason given therefore, the resignation was accepted. A letter of appreciation from the Board of Directors will be sent to Mr. Obana for services rendered.

The Executive Secretary announced that there is a possibility that the Co-op may once again be able to obtain the capable assistance of Noboru Honda in its administration. He stated that Noboru Honda had given up hope of attending Rochdale Institute this term due to the delay in procurement of his leave clearance. Mr. Honda is willing to assist in any capacity other than as Educational Director due to the fact that he had already once resigned from the position. Mr. Kawasaki informed the committee that the Co-op is in urgent need of a Director of Information. The post is vital in that the dissemination of all Co-op news, developments, and programs will be centralized; in this manner the Co-op can be assured of a more well-informed public.

The committee will present to the Board of Directors at its next meeting a recommendation for the creation of the position of Director of Information and the appointment of Noboru Honda thereto.

Possible candidates for the position of Educational Director left vacant by the resignation of Mr. Obana were discussed. Mr. Masao Kawada, at present employed at the Placement Center, was recommended for the post. Mr. Kubo, to whom the candidate is known, related the past record of Mr. Kawada. He informed the committee that Mr. Kawada, formerly of Penryn, California, had been engaged in farming ever since his graduation from an eastern university. He is about 34 or 35 years of age, has a pleasing personality, a very good command of English, and though his Japanese is not fluent, it is adequate. He is not planning on immediate relocation. On this project, Mr. Kawada has been a councilman, Executive Secretary, and later, Chairman of the Fair Practice Board. He is interested in the position and would accept the position were it offered to him.

By unanimous consent it was decided that the Executive Committee would recommend to the Board of Directors the appointment of Mr. Kawada to the position of Educational Director.

Mr. Kawasaki informed the committee that Koso Takemoto had expressed his willingness to take the position of Historian for the Co-op. The position had been suggested by Mr. Don Elberson, who felt that the history of the Co-op's organization and activities to date should be kept as a record. The work will be done by Mr. Takemoto at his home and will be entirely in his hands. The position would be a temporary one and would be terminated upon completion of the record.

It was suggested that Koso Takemoto be requested to write the history and that the completed record be purchased by the Co-op, such expenditure to be charged to the Educational Fund. The suggestion was approved by the committee, and Mr. Takemoto will accordingly be approached with the proposition.

A discussion the powers of the Personnel Director followed. The Executive Secretary informed the members present that Mr. Louis Oki had requested the allocation of more power in connection with the employment and discharging of employees. The assignment of such power will be recommended to the Employee Relations Committee, which will, in turn, act upon the recommendation and forward its decision to the Board of Directors.

Mr. Ikegami reported the theft of several pairs of repaired shoes from the shoe repair shop at Block 72. He stated that the exact number had not yet been determined.

The meeting was adjourned at 2:10 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

April 9, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on April 9, 1943, at 1:40 P.M. S. Kuramoto, President, presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, T. Kawasaki, G. Ikegami, M. Kawada, N. Honda, J. Sakamoto, and K. Hayashi.

The Chairman introduced Mr. Masao Kawada, newly--appointed Educational Director.

Mr. Kuramoto informed the committee that the Educational Director and the Ward Education Leaders had formulated plans for ward rallies to institute the Co-op education program.

Upon request, Mr. Sakamoto, Ward II Education Leader, presented the details of the proposed "Co-op Nights" through which the leaders hoped to arouse more interest and further their educational aims. He stated the plans which had been under study for some time were now near completion. Rallies will be held in each of the seven wards, possibly one a week. The program will include talks by Don Elberson, with translations by T. Kawasaki, Executive Secretary, and entertainment to be provided by the Recreation Department, made possible through Mr. Hayashi's negotiations. The first of the rallies is scheduled to be held on Friday, April 16th, in Ward I at Building 1420. The Chairmen of the rallies will be the Ward Chairmen of the respective wards. Mr. Sakamoto stated that the leaders felt that the awarding of door prizes would be an excellent means of attracting capacity audiences. The plan had been presented to the Management Committee which had, in turn, referred the matter to the Board of Directors. An appropriation of \$200 was requested to defray expenses incurred in preparing and holding the rallies. Mr. Sakamoto added that after this introduction of the Co-op education program, round table discussions led by Co-op authorities might possibly be held from time to time in the wards to further the program.

After considerable discussion the appropriation of \$200 to finance the rallies was approved by the committee. The Ward Education Leaders will be in complete charge of all arrangements. Messrs. Sakamoto and Hayashi were thereupon excused from the meeting.

The proposed WRA Operating Agreement with regard to rental was read by Noboru Honda. Various sections and clauses were discussed.

Noboru Honda, Director of Information, next informed the committee that he was contemplating the issuance of Co-op bulletins twice weekly. Information such as rules and regulations governing Co-op employees, names of Block Representatives and various committee members would be publicized in this manner. He stated that he had consulted with Mr. Sugimoto on the advisability of issuing a bulletin refuting rumors of fabulous fortunes being paid and of scholarships being awarded to Co-op officials. A draft of the bulletin prepared as a result of the consultation was submitted to the committee.

As there was no further business, the meeting was adjourned at 3:20 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
of the
TULE LAKE COOPERATIVE ENTERPRISES, INC.

April 15, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room at April 15, 1943, at 1:40 P.M. S. Kuramoto, President, presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, G. Ikegami, Y. Shibata, and T. Kawasaki.

The Project Director's proclamation of April 17th being designated as General Clean-up Day was brought up for discussion. It was disclosed that all but essential workers are to be excused from work that day. The advisability of conforming with the aforementioned proclamation was discussed. After some deliberation, it was decided that the canteens and service shops remain closed Saturday morning and permit the employees to have a half-day off for that purpose. Announcements to that effect will be made at the mess halls by the Block Representatives.

The Executive Secretary informed the committee that a member of the Fire Prevention Squad had called on him informing him that unauthorized dealers of fish were creating dangerous unsanitary conditions detrimental to the health of the colonists. The cooperation of the Co-op in providing a solution to the problem was requested.

The committee members were all agreed that the establishment of the Co-op fish market should be expedited. Possible locations and availability of facilities were discussed. A conference with the Project Director will be held in the near future to request immediate WRA clearance on the venture.

The request of the Canteen employees for Thursday afternoons off instead of Wednesday mornings was discussed; the matter was referred to the Board of Directors.

There being no further business, the meeting was adjourned at 2:40 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

April 21, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises was held at the Merit Board Conference Room, Building 708, on April 21, 1943, at 2:15 P.M. S. Kuramoto, President, presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, Yoshimi Shibata, and T. Kawasaki. There were also present: Noboru Honda, James Nakagawa, and Louis Oki of the Executive staff.

The Chairman informed the committee that Mr. Kubo, who had been elected General Manager at the last meeting of the Board of Directors, had tendered his resignation.

Mr. Kubo stated that his reasons for his resignation were his inability to properly execute the duties of General Manager and the difficulty of leaving the Merit Board which he, with his co-workers, had established. He added that he was anxious to assist the Co-op as much as he possibly could in any other capacity.

Mr. Kubo's resignation, after considerable deliberation, was not accepted. It was unanimously felt that he was the best-qualified candidate and that for the sake of and in the best interests of the members, he should not be released.

The President and Executive Secretary were appointed to negotiate with Mr. Hayes for Mr. Kubo's release from the Merit Board. The election of a vice-President to fill the vacancy created by Mr. Kubo's election as General Manager will be held at the next meeting of the Board.

Mr. James Nakagawa, Research Director, gave a report on the progress of the Co-op fish market. He stated that a shack had been procured from the Mess Management Division; that a central location near some utility building where water and sewage facilities are easily available had been recommended by the Maintenance Division; that limited supplies of lumber, used sheet rock, and pipe are available; that arrangements can be made for moving the shack to the location selected; and that the administration, as well as the colonists, desire the immediate establishment of the Co-op market.

The matter of location was discussed by the committee. It was suggested that the market be established in the firebreak near the Warden's headquarters in order to avoid complaints and objections from any block. Such location, it was pointed out, would require the sanction of the Project Director. The Executive Secretary was requested to negotiate with Mr. Coverley for approval of the site.

Mr. Nakagawa also made a report on the library and the request of the Caucasian administrative personnel with regard to the opening of a branch library. He informed the committee that the library proposal had been presented at a Board meeting in December; the outline plan accepted at that meeting was read.

Mr. Nakagawa stated that the Caucasian staff desired the establishment of a branch in the administrative area in accordance with the original plan. At the Library Committee meeting held immediately prior to the opening of the library, due notice of which had been sent to all committee members, it had been decided that in view of the numerous demands for the library, it should be opened regardless of the number of books available. Due to the limited number of books on hand, however, the establishment of the administrative personnel branch had been postponed until a later date.

The matter, after some discussion, was referred back to the Library Committee. The co-op executive staff members will attend the next meeting of the committee and explain the circumstances fully.

Mr. Nakagawa requested a clarification as to whether the committee's decisions and plans are subject to the approval of the Board of Directors. The Library Committee was given full power to make and carry through its decisions during the tenure of the present Board of Directors.

The Librarian and the Research Director were instructed to draft a new library plan, clarifying all points which are now indefinite. The new plan will be presented to the Board of Directors for approval.

Mr. Louis Oki informed the committee that he had been requested by a Co-op member who possesses a large number of Japanese books to obtain the reaction of the Co-op with respect to his carrying on a lending library. The committee stated that it had no object at the present time as such literature is not available at the Co-op library.

The question of permitting blocked nationals to become members of the Co-op was again brought up for discussion as a result of a letter received from the Topaz Co-op with regard to this problem. Blocked nationals who desire to become members will be requested to file their names with the Co-op in order that special licenses for them to become members and a permit for the Co-op to sell membership to them can be obtained from the Federal Reserve Bank. Such special licenses, it was understood, would be good until revoked.

Mr. K. Sugimoto, Treasurer, informed the committee that the financial statements for the fiscal period ending March 31st would be reviewed and the Co-op books audited by the Auditing Committee within the week. He stated that the reports should be accepted by the Board of Directors prior to their presentation to the General Assembly on April 30th. It was decided that a special meeting of the Board be called for that purpose on April 28th.

A report on the proposed amendments to the By-Laws was also made by Mr. Sugimoto, who requested permission to present them to the Committee on Committees for study. Permission was granted.

Mr. Louis Oki, Personnel Director, reported that the Employee Relations Committee at its last meeting had suggested that a Co-op picnic be held. The suggestion was heartily approved by the committee, and on unanimous consent it was decided that invitations be extended to all Co-op employees, their immediate families, Block Representatives, committee members, and the Board of Directors. An appropriation of a sum not to exceed \$275.00 will be allocated upon submittal of a budget.

Mr. Oki also stated that the employees had requested installations of drinking water facilities in the canteens. The request was referred to the store managers.

It was disclosed that numerous cases of shoes being lost at the shoe repair shop have been reported. The matter was referred to Yoshimi Shibata for investigation.

As there was no further business, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

April 22, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on April 22, 1943, at 2:15 P.M. S. Muramoto, President, presided.

There were present: S. Muramoto, S. Kubo, K. Sugimoto, Yoshimi Shibata, and T. Kawasaki. There were also present: Noboru Honda, Director of Information, N. Miyahara, manager of the shoe repair shop, and Mr. Dave Cannon of the National Cash Register Company, Reno, Nevada.

Mr. Shibata introduced Mr. Dave Cannon who had come to the project to estimate the number and types of registers that the Co-op would need to convert the present scrip system to the cash register receipt system of keeping patronage records. It was stated that the rental plan had been abandoned as the installment plan of purchase would distribute costs over a period of months and would be the same as paying rental. Comparisons in costs and expenses of the scrip and cash register receipt systems were made and the advantages of the latter pointed out. A schedule of the number of machines required, descriptions costs, and credits allowable was presented as follows:

<u>Quantity</u>	<u>Description</u>	<u>Cost</u>
13	1900 Class, 4 totals, 1¢ arrangement, \$9.99 limit @ 427.77	\$5,561.01
1	1842 Class, 1 total 1¢ arrangement, \$9.99 limit	217.75
1	100 Class, 2 totals, 5¢ arrangement, \$3.95 limit	311.88
1	100 Class, 1 total, 5¢ arrangement, \$3.95 limit	260.68
		<u>6,351.32</u>
	Sales tax	190.54
	Total	\$6,541.86

Credit on Old Machines:

2 Used machines	\$153.08	
Credit on contract *	<u>322.63</u>	475.71
Total Due		\$8,066.15
20% Down Payment		<u>1,277.15</u>
Balance Due (18 mos.)		4,800.00
(17 payments \$266.00)		
(last payment 278.00)		

*Credit on Contract:

Cost of present machines:

4 machines	\$1,121.72
3 "	841.29
Total cost	<u>\$1,963.01</u>

Payments to date:

\$568.00

Usage Charges:

2½% per mon. - 5 mos. - 12½% of cost
Credit allowable on contract

245.37
<u>\$322.63</u>

The purchase of the registers as listed was approved. The sales receipts to be kept by the members for their patronage records will be in the following form:

"Date

TULE LAKE CO-OP

Amount

VALUABLE
SAVE FOR PATRONAGE REFUND"

The Executive Secretary introduced Mr. Miyahara, manager of the Shoe Repair Shop, and stated that in view of the complaints being received with regard to shoes brought in for repairs, the shop manager had been called for consultation.

Mr. Miyahara explained that for some time after the establishment of the shop there had been difficulties, confusion, and unavoidable delays due to the unavailability of tickets at times, misplacement of tickets by indemnities for shoes claimed to have been lost at the shop should not be paid as there was no proof or means through which the claim could be verified. He assured the committee that a thorough investigation of the reported lost shoe cases would be made. Mr. Miyahara further stated that all shoes, regardless of their conditions, are being accepted for repairs and made wearable at the lowest costs possible in an efforts to serve the colonists most beneficially.

The Executive Secretary stated that he had been receiving numerous requests for some solution to the pressing shoe situation. After some discussion, Mr. Miyahara agreed that accommodations be extended to those who are in dire need of shoes and have no other pairs but those they are wearing. Shoes will be repaired for those people while they wait if certificates from their respective block managers, verifying the emergency, are presented.

To acquaint the public with the conditions at the shop, a message will be published, stating that many inconveniences have been published, stating that many inconveniences have been suffered by the colonists heretofore with respect to having shoes repaired but now that facilities have been improved and additional help employed, the shop would be able to serve the colonists more efficiently and satisfactorily.

A report on the investigation of the theft at Canteen #2 was given. It was disclosed that the culprit is known and that the facts of the case are in Mr. O'Brien's hands. The decision as to his punishment rests with the Executive Committee, it was further stated.

Mr. Kuramoto requested and received permission to speak to the accused, who is known to him personally, in an attempt to lighten the charges and save him from disgrace if possible.

The Executive Secretary informed the committee that Mr. Sturmer, student body advisor at the high school, had called on him to discuss plans for the Tri-State High School's Carnival to be held on April 30th. According to Mr. Sturmer, the profits will be distributed as follows: 75% to the school annual and 25% to the classes sponsoring the various booths and concessions, forty-five in all. The cooperation and assistance of the Co-op was requested to insure the carnival's success. The high school faculty is desirous of providing all the normal aspects of school life to the students, and it was felt that the school annual, which the carnival profits would finance, would be a major item. Soda pop, peanuts, etc., will be sold. Information on discount rates allowable and quantities of items available was desired.

On unanimous consent the granting of discounts on purchases by the high school classes for the carnival was approved.

With respect to the institution of the cash register receipt system of patronage records, the Director of Information was requested to publish a report that the Board of Directors had adopted the system on the recommendation of the Management Committee.

The request of a group of employees for the closing of the canteens between the hours of 1:00 and 3:00 P.M. on Good Friday, April 23rd, was denied. Any employee who must attend services will be given permission to do so.

There being no further business, the meeting was adjourned at 4:15 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES? INC.

April 26, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on April 26, 1943, at 1:45 P.M. S. Kuramoto, President, presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, Yoshimi Shibata, Noboru Honda, Director of Information, and T. Kawasaki.

Mr. Kuramoto reported on the conference he and the Executive Secretary had had with Mr. Hayes in regard to Mr. Kubo's release from the Merit Board. Mr. Kuramoto stated that he had explained the circumstances fully to Mr. Hayes, pointing out the fact that Mr. Kubo's installation as General Manager was imperative for the progress of the Co-op. Mr. Hayes had replied that in view of the need of his services elsewhere, he would not withhold his consent to Mr. Kubo's release; he would leave it up to Mr. Kubo.

Mr. Kubo stated that he had also had a talk with Mr. Hayes, who had informed him that although he did not want him to go, he would not stand in his way if Mr. Kubo felt that he would benefit by assuming the position. Mr. Kubo added that he himself was reluctant to undertake the responsibilities which the position would entail.

Mr. Kuramoto pointed out the fact that the refusal of the Vice-President to accept and assume the position of General Manager would undoubtedly incur an unfavorable reaction. He stressed the extreme importance of maintaining the members' faith in the organization.

To avoid any misunderstanding on the part of the members, Mr. Kubo was urged and finally persuaded to assume the position of General Manager at least temporarily. The President and Executive Secretary will accompany Mr. Kubo to inform Mr. Hayes of his decision and to obtain a leave of absence from his present position.

At this time Messrs. Y. Shinowara and M. Takagi, cashiers, entered the meeting. They recommended that arrangements be made to allocate more cash to the check cashing fund each month for a few days immediately following pay days. The cashiers stated that such an arrangement would be a great accommodation to the colonists and would mean a saving to them in check cashing charges.

The recommendation was approved, and funds in addition to the present check cashing fund will be made available to accommodate more colonists during rush periods.

The Director of Information will publicize the Co-op check cashing service being rendered daily except Sunday, Tuesday and Thursday for Government pay checks. The colonists will be reminded that they should avail themselves of this service to take advantage of the saving in charges and to avoid unnecessary waiting.

It was announced that the Shoe Repair Shop employees had gone on strike. A statement from the employees was presented; they felt that the colonists were inappreciate of their earnest efforts and unduly critical of their work. The casuses and circumstances leading to the strike were related by Yoshimi Shibata and T. Kawasaki.

Mr. Shibata stated that he was scheduled to meet with the shop employees that afternoon. He stressed the dangers of allowing strikes to spread through sympathizers, ultimately jeopardizing the Co-op's credit power. He belived that the employees' statements and requests were reasonable and that it would be wisest to effect a reconciliation as soon and with as little argument as possible.

Mr. Shibata was requested to make an effort to settle differences at the meeting.

The powers of the Assistant General Manager were next discussed. In view of the difficulties and matters pending due to his lack of authority, the Assistant General Manager was given full power to act in the capacity of General Manager in the latter's absence.

Suggestions were made and a discussion held on the appointment of two assistant general managers: One to take care of the minor business problems, matters, and duties of the General Manager, and the other to act as field officer of coordinator between the offices and canteens or shops. The matter was tabled pending further study.

In the matter of the theft at Canteen #2, Mr. Kuramoto was empowered to authorize the Warden's Office to carry on its investigation in connection with Case #167 until a complete and satisfactory solution is obtained.

Mr. Sugimoto stated that the financial statements for the period January 1st to March 31st had been approved on review and the books audited by the Auditing Committee. The reports will be mimeographed for distribution at the General Assembly.

The Executive Secretary informed the committee that on April 20th the Central Office had been host to two eighth grade classes as a climax to their studies of Co-ops. He explained that talks had been given by the various directors on the work being handled at the office and the warehouse, and that light refreshments had been served. The policy of entertaining students on educational tours was approved.

The meeting was adjourned at 4:50 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

EXECUTIVE COMMITTEE MEETING

The Executive Committee meeting was held at Warehouse 351 from 10:20 A.M. to 12:00 P.M. on May 5, 1943.

President of the Board, S. Kuramoto presided. Those present were S. Kuramoto, S. Kubo, new General Manager, K. Sugimoto, T. Kawasaki, Yoshimi Shibata, Louis Oki, James Nakagawa and Noboru Honda.

First business taken up was the request of the Watch Repair Shop, relative to carrying a larger stock of wedding and engagement rings. The request for an appropriation of \$1,500 to \$2,000 to permit carrying for display about a dozen more sets of rings was granted by the Executive Committee. In regard to carrying one or two sets of expensive rings to meet the occasional needs, the body approved such as a good business practice.

Treasurer, K. Sugimoto, requested that a definite policy be set up by the Committee regarding giving financial service by the Co-op. Through the efforts of Mr. Don Elberson, service to individuals desiring the purchase of merchandise not available here on the Project has been rendered. In order to accommodate this, Mr. Elberson has been given \$25.00 to \$50.00 at a time. However, permitting the use of such money for rendering such services entails considerable bother in keeping the books. After due consideration, it was decided that any such personal services hereafter shall be a personal business between the persons requesting the service and the person giving such a service. The Co-op will not permit the use of its funds. However, if the purchase is for the Co-op or done as a business venture, the use of Co-op funds shall be permissible.

Furthermore, the Treasurer is to request a receipt for any expenditures charged to the Co-op and the request for disbursement shall be made on a requisition form. This will leave a record for the Treasurer. All such disbursements must be approved by the Treasurer.

Regarding the appropriated train fare for Mr. Don Elberson for an Inter-Project conference trip to Los Angeles which was cancelled, the Treasurer asked for the approval of the amount spent for the trip. Mr. Elberson went as far as Stockton and returned due to a last minute cancellation of the meeting. The matter of \$14.20 charged to the Co-op as hotel, meal and gas expense in addition to the train fare was accepted by the Committee.

The Executive Secretary asked Mr. Shibata of what the policy was regarding the permitting of the display of announcements or posters in the various business places. Mr. Shibata replied that no particular policy has been set. But, at the

earliest possibility, the management would set a uniform policy.

Mr. Oki announced that possibly he may leave the Project in the near future for Spokane, Washington. The announcement was made to inform the Committee of the possible developments.

The Treasurer announced that posting of patronage record was behind two months and that he was greatly concerned about how to catch up. The reasons brought out were:

1. Inexperienced posting clerks
2. Lack of proper equipment

At this point, Miss A. Oda, Head Cashier and Supervisor, was called in. She requested that someone talk to the bankers asking them to refrain from making unreasonable requests. She stated that her sister and herself were responsible for the \$15,000 which is the check cashing fund and also an additional amount of \$5,000 to \$6,000, which is the daily amount of money handled. The request of the bankers for an additional \$5,000 to provide better accommodations for check cashing purposes was deemed too burdensome for the mere \$19.00 wages. She added that if the additional burden is requested, she would have her sister terminate her services. She felt that the responsibility of handling money was great enough. Miss Oda further stated that six or seven thousand dollars was a daily average given to the bankers for check cashing purposes. The complete useage of this amount is for about a period of one week out of a month. She added that last Friday, \$3,500 was turned over to the bankers of which only about a half of the amount was used. A desire was expressed that the bankers mind their own business.

Regarding posting of records, Miss Oda stated that the girls were already working as hard as possible. She believed that additional helpers would be unnecessary, but it would be necessary to have three or four more adding machines. If such could be provided, she believed that the posting work could be brought up to date. The Executive Committee decided that everything possible should be done to obtain the requested adding machines.

Suggestion that Mr. Shinowara be transferred from the translator's position to the position of a senior cashier; and in his place hire Mr. Hashida as the official translator was approved.

Respectfully submitted,

Director of Information

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

May 10, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on May 10, 1943, at 1:50 P.M. S. Kuramoto, President, presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and T. Kawasaki. There were also present: Louis Oki, Personnel Director, Noboru Honda, Director of Information, T. Hashida, Translator, and Don Elbertson, Chief of Consumer Enterprises.

Mr. T. Hashida, who has been employed as translator, was introduced to the assembly.

The minutes of the previous meetings were read and approved as read.

The Executive Secretary announced that Louis Oki had completed arrangements to go out to Washington on a labor contract. Mr. Oki would, however, delay his departure until his successor is found.

Messrs. A. Otsubo, J. Sakamoto, and Edward Kitazumi were named as possible candidates. A discussion on the best means of approaching Mr. Otsubo, the candidate considered most likely, was requested. After some deliberation, it was decided that Messrs. Kubo and Sugimoto contact Mr. Otsubo, who is at present employed in the Property Control Division.

The Executive Secretary informed the assembly that at the Ward V Representative Assembly, the Director of Information had heard several slanderous remarks directed at the management, specifically:

1. Was the adoption and proposed institution in June of the cash register receipt system due to the thefts and leakage reported recently?
2. Was the barring of sales of sewing machine supplies by individuals and the subdual of private fish markets attributable to a desire on the part of the Co-op to increase its profits?

The Director of Information was desirous of ascertaining the attitude to be taken by the Co-op with respect to such remarks and complaints. He felt that failure to answer to the charges would arouse the colonists' suspicions.

The consensus of the assembly, upon consideration, was that such petty remarks and complaints should be ignored.

The Executive Secretary presented a statement submitted by Mr. M. Matsumoto, in which he recommended the classification and publication of news of the various departments and committees of the Co-op, and the creation of a censor board to review the news prior to publication.

Upon discussion it was decided that Mr. Matsumoto be notified that: His recommendations had been duly considered; the Director of Information had been informed of his desires; and every effort would be made hereafter to comply with his requests.

An announcement was made by the Executive Secretary that the Education Director and Director of Information had suggested the use of cartoons to make bulletins and posters more attractive and interesting, and the employment of a cartoonist for the Co-op. After due consideration, the creation of the position and the employment of a cartoonist were approved by unanimous consent.

The proposal for the assumption of jurisdiction over the Tulean Disptach was favored by the Management Committee, the Executive Secretary reported, but the committee was desirous of obtaining the Ward assemblies' reactions thereto. It was stated that the teatre proposal had been submitted to the Wards and that the two which had replied to date were favorable to the plan.

Upon receipt of further information on the payment of employees' wages from the Project Director, the proposal with regard to the Disptch will be submitted to the wards. The assembled officials, however, were not in favor of the plan due to the fact that the Co-op would be liable to assailment by the colonists with regard to costs and operation.

In connection with the movie pheater, Mr. Kubo declared that he had received a wire from the film projector firm, informing him that they had a buyer for the projector should the Co-op care to sell, in which case the payments made on the contract to date would be refunded.

The probability of the colonists' sanction on the movie theater if the WRA constructs the building and rents it to the Co-op was discussed. Since such sanction is quite possible, a wire declining the purchase offer will be sent.

o facilitate computation of dividends and percentages, and to give the members the benefits derivable from a longer patronage record period, Mr. Sugimoto requested the sanction of the assembly on the extension of the computation period from May 31st to June 30th. He emphasized the fact that the extension of one month would not make any difference in the actual refund payment date. Records of non-members' patronage will be transferable to members' records until the end of the fiscal year.

With regard to membership, Mr. Sugimoto suggested that in accordance with a previous decision, applications for membership conferring eligibility for participation in the distribution of patronage refunds and shares of the old enterprises' profits, be closed on May 31st. Members joining after May 31st will receive refunds at the end of the fiscal year only on purchases made during the period June 1 to June 30, 1943.

The request for patronage record extension was granted, the suggestions with regard to membership accepted, and pervious policies on these matters rescinded by the assembly.

Mr. Sugimoto next stated that for reference purposes he is writing to the Internal Revenue Department for rulings on the permissibility of the utilization of a three-year amortization plan and the taxability of non-members' patronage dividends transferred to the Educational Fund.

Mr. Takahashi informed the assembly that he had heard that the Pacific Produce Company is purchasing empty fruit and vegetable crates from the Mess Management Division. He believed it might be possible to sell crates delivered to the canteen if they were saved when emptied. Mr. Kubo stated that he would make an investigation and bring it up at the next store managers' meeting.

The fact that the Issei directors do not participate at the Board meetings due to their lack of knowledge of English was pointed out by Mr. Takahashi. It was explained that the presence of Caucasians at the meetings necessitated the use of the English language at the meetings.

Mr. Kubo, upon request for a clarification of the powers and authority of the General Manager, was informed that the Board of Directors and he, as General Manager, had full power and authority over the entire management.

Mr. Sugimoto then submitted WRA Instruction 26, Supplement 6, dated April 10, 1943, which requires the strengthening of the Co-op cash position to a current ratio of 2 to 1 (current assets twice amount of current liabilities) within thirty days. Patronage refunds to members are not to exceed 25% of the net operating profit until a 3 to 1 ratio is established for the following reasons:

1. To obtain merchandise.
2. To facilitate payments of equities to evacuees permanently leaving projects.
3. To place businesses in sound financial position.

Mr. Elberson, who entered the meeting at this time, announced that he had requested and obtained the permanent appointment of Mr. Neil MacNeil to the project due to the fact that he may leave the project about July. Mr. MacNeil will remain here as his assistant, working in the educational field.

Mr. Honda reported that he had contacted Dr. Francis as to the availability of the Adult Education Sewing Class Building for the Co-op's Shoe Repair Shop. Dr. Francis had replied that if on investigation the sewing classes are found to be small enough to be housed in half a barrack, she would be willing to allow the Co-op the use of the classes' room--she-would-be-will present quarters for its shoe repair shop, and move the department to the shoe shop location in Block 72. She will, in the near future, look over the shop quarters.

Mr. Honda stated, in addition, that Dr. Francis was greatly interested in the educational aspect of the Co-op and had expressed a desire to place two or three students in each of the service shops to train for relocation.

It was reported by Mr. Kubo that the consolidation of the two shoe repair shops had temporarily been held up due to the objections of the crew at Shop #2. Mr. Miyahara, manager, is scheduled to confer with Mr. Nishimoto of Shop #2 on the matter. Pending receipt of a report on the conference by Mr. Miyahara, further negotiations with Dr. Francis will be withheld.

According to an opinion expressed by Mr. Ikeda, and with which Mr. Kubo concurred, the maintenance of two shops would best serve the colonists. It was pointed out that Shop #2 has been able thus far to handle the needs of the colonists in that district. Mr. Kubo felt that the two repair shops should be kept separate unless a central location is available. The expansion of Shop #2 and the appointment of Mr. Nishimoto as manager thereof were deemed advisable by Mr. Kubo.

Shoes being manufactured at Shop #1, Mr. Kubo declared, are not saleable. The six or seven pairs already completed, which he had seen, were not attractive, he said, and it would be difficult to sell them at the price of \$4.00 or \$4.50 per pair necessary to meet costs. The shoes, moreover, would require ration certificates. The firm belief that repairs of shoes should be of primary concern, and the manufacture of new shoes, secondary, was expressed by Mr. Kubo. It was suggested that new shoes be made only on order.

Mr. Elberson stated that he believed the manufacture of new shoes would be important when the shoe situation becomes more acute as is most probable, and that an effort should be made to manufacture good shoes.

As there was no further business, the meeting was adjourned at 5:00 P.M.

Respectfully submitted,

/s/ T. Kawasaki

Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

May 18, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on May 18, 1943, at 2:10 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and T. Kawasaki.

Mr. Kubo announced the receipt of a post card from Mr. Ichikawa, one of the buyers who had recent left on a buying trip. The itinerary of the buyers, which had been presented to him just prior to their departure, was submitted to the Committee by the General Manager. Considerable discussion was held on the cities proposed to be visited by the buyers. The advisability and profitableness of trips to New York, St. Paul, and other projects were questioned by the members. In view of the possibility of unfavorable reactions and the fact that the inclusion of the aforementioned cities and points were not authorized, the General Manager was instructed to wire the buyers to return immediately on completion of purchases in St. Louis and Chicago.

The Executive Secretary announced the receipt of a letter of appreciation and resignation from Mr. Louis Oki, Personnel Director.

A suggestion that invitations to attend the Co-op Picnic and Field Day be extended to the Block Representatives at the Ward Representative Assemblies, that they, in turn, be requested to extend invitations to their respective Block residents, was made by Mr. Sugimoto. The suggestion was unanimously approved and accepted.

There being no further business, the meeting was adjourned at 3:30 P.M.

Respectfully submitted,

/s/ T. Kawasaki

Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

May 20, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on May 20, 1943, at 1:40 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, K. Sugimoto, S. Kubo and T. Kawasaki. There were also present: Masao Kawada, Educational Director and T. Ishino, Ward I Educational Leader.

Mr. T. Ishino, Educational Leader of Ward I, was introduced by the Executive Secretary.

The Executive Secretary reported that a misunderstanding had arisen among the Ward Educational Leaders and that a clarification of their duties and powers had been requested. Messrs. Kawada and Ishino explained the situation in detail, stating that a determination of the status of the Educational Leaders in relation to the Education Committee was desired. After considerable discussion held thereupon, the Education Director's recommendation that the Leaders select a Chairman from their own group and that he act in the capacity of advisor was approved and accepted. The Education Committee will make studies and plan programs and the Educational Leaders will carry out the committee's programs. It was particularly specified that the Leaders will have the privilege of making suggestions to the committee. Mr. Kawada was requested to confer with Dr. Francis, informing her of the present situation and requesting her to speak to the Leaders.

Upon the conclusion of the foregoing discussion, Messrs. Kawada and Ishino were excused from the meeting at 2:40 P.M.

Mr. Kubo stated that he has been receiving requests for additional space from Shoe Repair Shop #1. The request was discussed at length by the assembly. The General Manager was instructed to make a thorough investigation of the need of additional space.

The proposed purchase of a sewing machine for the shoe repair shop at approximately \$125.00, presented by the General Manager, was approved.

The plan of the Community Activities Section for the welcoming and entertainment of service men on furlough was presented by the Executive Secretary. He informed the assembly that a suggestion had been made that the Co-op extend a free haircut service to soldiers in uniform as a welcome gesture. The suggestion was unanimously approved and will be effective immediately. The General Manager was

requested to inform the Manager of the Barber Shop of the committee's decision.

The Executive Secretary announced that Mr. K. Teranishi had assumed and was now performing the duties of Personnel Director.

Candidates for the position of Assistant General Manager, soon to be vacated by Yoshimi Shibata who is relocating, were discussed. No action has been taken.

The motion picture theatre and Tulean Dispatch transfer proposals were brought up for discussion. Upon Mr. Kubo's suggestion the proposals will be presented to the Board of Directors at a special meeting to be called for that purpose, and Mr. Elberson will be requested to attend to answer any questions the members may wish to ask. Mr. Kubo further suggested that a written statement be obtained from him at that time.

The Executive Secretary reported that a Tulean Dispatch representative had called upon him to request the Co-op's financial aid in a contemplated venture. The Tulean Dispatch is issuing a souvenir book, to be entitled "Tule Lake Interlude". The staff at the Dispatch is desirous of distributing a book that will be at-the impressive and attractive. Since their request for WRA assistance on this extra publication was refused, the Dispatch wished to have the Co-op finance the printing of 4,500 to 5,000 copies and undertake the sale thereof at 25¢ or 30¢ per copy.

As sufficient information on the matter was lacking, the committee's decision was withheld pending amore thorough study of the project and contents of the book.

Mr. Takahashi reported that he had consulted with Mr. Peck in regard to arrangements for the issuance of lunches to those colonists who wish to attend the Co-op Picnic. Mr. Peck, he declared, had consented and had made adjustments in the menus for Sunday to make the issuance of lunches possible.

As there was no further business, the meeting was adjourned at 3:45 P.M.

Respectfully submitted,

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

May 24, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on May 24, 1943, at 2:00 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, and T. Kawasaki.

The minutes of the previous meetings were read and approved as read.

The Executive Secretary announced the receipt of an inquiry from the Kohwer Cooperative with regard to the WRA Rental Agreement. The Executive Secretary was instructed to send a reply, stating that the agreement had approved and would be executed in the near future upon completion of negotiations for credit against rental.

The request of the TSO Executive Committee for magazines was submitted by the Executive Secretary. It was explained that the organization is without funds at present and until funds are made available to them, they are requesting the aid of the Co-op in supplying reading material. Upon discussion the contribution of Life, News Week, Photoplay, Readers Digest, Coronet, and King Magazine was approved by the Committee.

A discussion was next held on the procedure to be followed in the employment of Co-op executives. It was decided that hereafter in the administrative division, the Executive Secretary will recommend qualified candidates to the Board of Directors, who will, in turn, act upon the recommendations and make appointments. The General Manager will follow a similar procedure for vacancies in the management division.

Mr. Sugimoto informed the Committee that he had written to Mr. Jacobsen requesting advice in regard to the declaration and percentages of dividends and also requesting an audit of Co-op books after the close of the fiscal year.

It was reported that Don Elberson had advised the Co-op to go ahead with its plans for the construction of its own building for the fish market. Mr. Kubo was requested to place an order for the lumber immediately.

The General Manager informed the Committee that he had approached Mr. Joe Tsunoda, hardware buyer, as to the possibility of his accepting the post of Assistant General Manager. As Mr. Tsunoda had indicated that he would consider such an offer, Mr. Kubo recommended that he be appointed to the post. The Executive Committee approved and accepted the recommendation; a request for appointment will be submitted to the Board of Directors at its next meeting.

A discussion was then held on the proper method of reprimanding in different and incompetent employees. By general consent it was decided that two warnings be sent to the employee so charged and if no improvement in his attitude is noted thereafter, he will be terminated.

With respect to the employment of canteen help, the Committee members felt that the best means of obtaining competent and congenial employees would be to have the Personnel Director and the Store Manager concerned interview the applicant prior to his employment.

The meeting was thereupon adjourned at 3:35 P.M.

Respectfully submitted,

/s/ T. Kawasaki

Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

May 26, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on May 26, 1943, at 1:30 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and T. Kawasaki.

The Chairman stated that the meeting had been called to discuss a proposed extension of the buying trip of Messrs. Ichikawa and Takiguchi to New York City.

Mr. Kubo informed the committee that a reply, dated May 25th, to his wire had been received from the buyers; they stated that they had purchased \$9,000 worth of merchandise to date and that commodities were scarce and difficult to obtain. Mr. Kubo further stated that a wire had been received from Messrs. Rossman and Belts, recommending that the buyers be sent to New York City to look over the markets and make contacts for future needs.

Upon receipt of the above, the General Manager reported, he had held a consultation with the remaining buyers; the consensus of the group was that the extension of the buying trip to New York City would be advisable due to the fact that sufficient merchandise had not yet been obtained and that the additional expenses incurred would not be too great.

The Executive Committee, upon careful consideration, decided that the trip to New York City was expedient and therefore instructed the General Manager to send a wire authorizing the same.

The meeting was thereupon adjourned at 3:00 P.M.

Respectfully submitted,

/s/ T. Kawasaki

Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

June 4, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at Building 1202-B, on June 4, 1943, at 3:20 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and T. Kawasaki.

The desire of the Committee on Committees to examine and study the minutes of meetings of other committees, all ward assemblies, and the Board of Directors was reported by the Executive Secretary. The committee felt that such examination and study would be permissible, provided, however, that no file copies are taken out of the office. The committee will be requested to examine the minutes of the Central Office during meetings.

The General Manager was called upon to explain the details on the reported loss of 3,150 scrip books. An immediate investigation by the Board of Executive Committee had been demanded by Mr. Otsubo, Chairman of the Auditing Committee on hearing of the missing books.

Mr. Kubo reported as follows: In January 32,000 scrip books were ordered from the Pioneer Printing and Stationery Company, Klamath Falls, Oregon. Delivery of the order had been made in five shipments as listed:

February 1, 1943	6 cartons (1 carton open on delivery)
February 6, 1943	1 carton
February 13, 1943	7 cases and 2 cartons (10 listed on freight invoice--balance of one carton delivered on 3/15/43)
March 15, 1943	1 carton--balance of 2/13/43 shipment
March 15, 1943	1 carton

In the shipment of February 1st, one of the cartons had been damaged in transit and had been open on delivery.

In checking the numbers of the books received, a total of 3,150 books were found missing, according to the numbers, all of Series "V" \$5.00 denomination. Upon report of the shortage and demand of credit therefor, a credit memo in the sum of \$69.35 was issued to the Co-op by the printing company on March 31st.

After considerable discussion, Messrs. Kubo and Sugimoto were requested to speak to Messrs. Otsubo and Ikeda, presenting all available data as conclusive proof that all books shipped by the printing firm

had been received and accounted for, and that the so-called shortage did not exist as far as the Co-op was concerned; however, the General Manager and the Treasurer were requested to keep a close check on the scrip being received to note if any "V" series scrip are being turned in at the canteens. The "V" series were sold out some time ago and are rarely received lately. Should a sudden influx of "V" series scrip be noted, drastic measures will be taken to apprehend the party or parties responsible.

The General Manager announced the receipt of reports from Mr. Ichikawa, buyer, now in New York. Purchases totaling approximately \$3,000 from various firms were reported. Mr. Kubo read the following wire from Mr. Rossman of the WRA in New York:

"Money received, deposited in Chase National Bank today. Checks against account for purchases will be signed by Wilbur Takiguchi. Joint account out of question as Ichikawa not citizen. Suggest you have fidelity bond extended to cover Takiguchi for temporary period."

The consensus of the members was that there is little possibility of any complications arising through the authorization of Mr. Ichikawa to countersign all checks; however, if New York regulations prohibit such authorization, the WRA office in New York should be requested to make arrangements for a fidelity bond on Mr. Takiguchi as no bond is carried at present. The General Manager was requested to send a wire to that effect.

As there was no further business, the meeting was adjourned at 4:45 P.M.

Corky Kawasaki,
Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

June 7, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Verit Board Conference Room, Building 708, on June 7, 1943, at 1:50 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, K. Sugimoto, Joe Tsunoda, and T. Kawasaki. Masao Kawada, Education Director was also present.

A proposal for the institution of a merchandise order service was presented. It was pointed out that the need of this service is apparent in that colonists have difficulty at times in procuring suitable gifts for births, weddings, and other occasions at the canteens. Upon discussion it was decided that the matter should be submitted to the store managers for their opinions.

In reply to a report that stubs were not being issued at all times, Mr. Tsunoda stated that on a few occasions the issuance of stubs had been temporarily held up due to unavoidable circumstances. On one particular occasion the wrong size and weight of paper tape had been sent and had necessitated a delay while the correct size was being sent. The system, he added, is being perfected through use and adjustment to the new system will require some time.

The Executive Secretary stated that as had been previously agreed membership for eligibility to share in the profits of the old enterprises was to have been closed on May 31, 1943. It was evident, he continued, that all lists of new members enrolled on or before that date have not been turned in to the office. Since a definite deadline for the acceptance of such lists was felt necessary, by unanimous consent it was decided that the Ward Membership committeemen be notified that all lists must be in by Saturday noon, June 12, 1943, to make the applicants members as of May 31, 1943.

The receipt of a reply to his inquiry from Mr. Jacobsen of the Northwest Cooperative Auditing and Service Association was announced by Mr. Sugimoto. In addition to various other information, Mr. Jacobsen stated that he would audit the Co-op's books as of June 30, 1943, whenever they are ready; no definite date could be given, but he would try to suit the Co-op's convenience; one auditor would be sent to conduct the audit; the cost of such audit would depend on the time expended; the rate for services are \$2.00 per hour plus living and transportation expenses, and a small charge for typing the report. With regard to the filing of income tax returns, Mr. Jacobsen wrote that they prepared such returns at a charge of \$12.50 provided it is requested in conjunction with an audit.

Mr. Sugimoto informed the committee that the sales account at present does not include income from mail orders. For some time, he stated, he had been concerned about the proper classification of the department --whether it should be classified as sales or as service. The establishment of an entirely separate set of books for the mail order department in the new term was deemed advisable by Mr. Sugimoto and approved by the committee.

Education Director, Masao Kawada, was next called upon to present his business. Mr. Kawada declared that the Education Department is not properly organized. The members are not fully informed of the Co-op's operations, and the Leaders are somewhat reluctant to take the time and effort, as well as to spend the funds, to further the educational program in view of the increasing number of relocating colonists. He requested suggestions from the committee for plans they might adopt and put into effect.

Although no concrete plans were submitted by the members, the consensus was that the Leaders should be constantly on the alert to supply needed information, working closely with the Director of Information, and make certain that members fully understand Cooperatives.

A preliminary study of the declaration of patronage refunds at the close of the fiscal year, June 30, 1943, was made by the committee and various details thereof were thoroughly discussed.

The meeting was thereupon adjourned at 3:30 P.M.

Respectfully submitted,

T. Kawasaki,
Executive Secretary

MINUTES OF MEETING OF THE EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.
June 16, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, June 16, 1943, at 1:55 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, T. Kawasaki, and Mr. Byrd of Sears Roebuck & Company.

Following the introduction of Mr. Byrd, a discussion was held on matters pertaining to mail orders. On Mr. Kubo's request for a more satisfactory manner of making refunds, one that would permit the Co-op to obtain a record of such refunds, an arrangement for forwarding refund checks and copies of invoices on returns to the Co-op for distribution to the respective customers was made. In concluding the discussion and prior to his departure, Mr. Byrd stated that if the Co-op encounters difficulty in the Fall in meeting colonists' needs, Sears Roebuck would make every effort to send needed supplies if they are available. He added that he believed that Co-op would be desirous of meeting demands even though the margin of profit thus obtained may be smaller than can be derived otherwise.

Various possible locations for stub-receiving stations were discussed. It was pointed out that arrangements for location and staff should be completed prior to delivery of the receipt forms in order that stubs may be called in immediately thereafter. Investigations on the matter of location will be continued.

The request of the Tulean Dispatch for the undertaking by the Co-op of publication of letters of appreciation, invitations, etc., was next submitted by the Executive Secretary. The consensus of the committee was that such undertaking would be inadvisable, and the proposal was therefore not accepted.

The matter of gifts of appreciation to Co-op executives and officials was brought up for discussion. Upon consideration, it was decided that such gifts should be presented to persons in responsible positions who resign after serving at least three months with the Co-op.

As there was no further business, the meeting was adjourned at 3:20 P.M.

Respectfully submitted,

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

June 21, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on June 21, 1943, at 1:40 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, and T. Kawasaki.

The Executive Secretary stated that some criticism had been made on the Board's decision to donate \$100.00 to the Community Activities Section. After some discussion on the matter, it was decided that the donation should be submitted to the wards for their approval since donations in excess of \$50.00 by the Board alone is not permissible under the terms of the donation policy recommended by the Committee on Committees. Special Representative Assemblies will be called on June 24th for this purpose.

As Wards II and V are undecided on the theater building proposal and desire further information thereon, on suggestion made and approved all available information on the proposal will be submitted to the wards once again at the special assemblies called on June 24th.

The Executive Secretary presented for discussion and amendment in policy, the matter of endorsements of personal checks. He stated that increasing numbers of personal checks in large sums are being brought to him for endorsement and that in the majority of instances, he does not know the person requesting endorsement; however, he added, Messrs. Takagi and Shinowara have been cooperating to minimize his risk by requesting submittal of bank statements when checks are presented. Mr. Kuramoto pointed out that the risks involved are too great for the endorsers, and that the present policy should be amended to lessen the risk. Following considerable discussion, it was decided that hereafter personal checks will be endorsed by any member of the Executive Committee, viz., President, Vice-President, General Manager, Treasurer, or Executive Secretary, only if the person presenting the check is known to him. In the event the person is not known to any member of the committee, the check will be sent through the Co-op collection channel and payment withheld pending clearance of the check.

The Merchandise certificate form as submitted by the Executive Secretary was approved; the certificates, which will be executed by the President and Executive Secretary, will be sold at the Central Office, 717-A, immediately following release of publicity thereon.

The Executive Secretary presented a letter from Mr. Sulo Laakso of the WRA in New York City, in which Mr. Laakso advised the permanent stationing of a buyer in that city, setting forth the reasons for such action. The matter was referred to the Management Committee for study.

A letter from Mrs. Sada Murayama, Chairman of the Tule Lake Service Organization, acknowledging the Co-op's donation of magazines for the TSO headquarters and free haircut service offered to servicemen, was presented.

The Treasurer reported that on their return, Buyers Ichikawa and Taki-guchi had turned in a check for \$2,188.76, representing the balance of the

\$10,000 fund wired to them in New York, and that they had submitted a statement listing traveling expenses totalling \$927.29.

In connection with the declaration of patronage refunds, Mr. Sugimoto stated that various forms, such as certificates of indebtedness, cash order sheets, patronage computation sheets, and members' equity sheets, would be necessary. On request he was given power to authorize Mr. Jacobsen to print and send the necessary forms. He added that he was making a further study of some of the points recommended by Mr. Jacobsen.

On discussion, the Treasurer was requested to obtain fidelity bonds on the Business Office cashiers, canteen cashiers, store managers, bank cashiers and on himself. All other forms of insurance deemed necessary, including fire, theft, robbery, etc., are also to be obtained by him.

Mr. Sugimoto disclosed that heretofore interest at the rate of 3% has been paid on the \$10,000 loan and 1 1/2% on the \$5,000 loan. He stated that in order to avoid undesirable discrimination, a uniform 3% rate will be paid on all loans effective July 1, 1943.

The conditions in the mail order division were discussed. The need of establishing a better system to avoid losses and errors and to facilitate checking of records was stressed and agreed upon by the committee members.

The inventory at the close of the fiscal year will be commenced on July 1st, Mr. Sugimoto announced. To assure an accurate inventory, the assistance of the Board of Directors in double-checking the figures will be requested.

Mr. Kubo declared that the period for which he had agreed to assume the general managership would soon expire. Upon the protest and persuasion of the members assembled, he was prevailed upon to permanently accept the post. To effect an efficient organization, Mr. Kubo was given authority to make any changes he deemed advisable in policies, operations, or management.

It was announced that the legality of the issuance of money orders by the Co-op as an agent of the American Express Company had been ascertained and that the service would be made available immediately.

As there was no further business, the meeting was adjourned at 4:00 P.M.

Respectfully submitted,

/s/ T. Kawasaki
Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

June 30, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference room, Building 708, on June 30, 1943, at 1:40 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, and T. Kawasaki.

There were also present: Don Elberson, Chief of Consumer Enterprises.

The latest WRA regulation on employment in the relocation centers was presented for discussion. The regulation, it was stated, called for drastic reduction in the number employable on each project and for limitations on the percentage to be classed under "C" rating in order to meet the budget set. Mr. Kubo informed the committee that a meeting with the Project Director had been held recently by Messrs. Ichihashi, N. Shirai, Harry Mayeda, and himself on the matter and that those attending had been requested to study the best means of effecting the reduction ordered. He revealed that there are now 5,900 persons now employed on the project, including Co-op employees, and that the number is ordered to be reduced to 4,300 by September 30th. "C" ratings will be limited to 10%, with an additional 5% allowable for exceptionally hard or disagreeable work.

The committee members felt that the Co-op should not be governed by the WRA reduction order in that its employees are paid by the Co-op and not by the WRA. The consensus was that no action be taken pending further developments and investigation.

The Executive Secretary submitted a letter from the Comart Studio setting forth new regulations notifying patrons of a curtailment of services effective July 1st. At the same time a letter from Mr. Bruce, Chief of Consumer Enterprises at Manzanar, to Mr. Don Elberson with regard to its photograph studio was presented. Mr. Elberson, who entered the meeting at this time, explained the WRA ruling on the employment of evacuee photographers, and stated that he is attempting, through negotiations, to effect some arrangement whereby a more favorable set-up can be established. Since the terms of the Comart Studio were not agreeable to the committee, Mr. Elberson suggested that the Co-op notify the studio that it could agree to the new terms, but would be willing to negotiate if so desired.

Upon discussion it was decided that Mr. Kubo confer with Mr. Floyd of the Comart Studio on his next trip to the project. Mr. Elberson, on taking leave, assured the committee that he would continue with his negotiations.

The Executive Secretary submitted a draft of a proposed press release notifying the public that the distribution of patronage dividends would be delayed due to the necessity of compiling records after the close of the fiscal year and of waiting until an audit of the books is made by a certified public accountant. The publication of the report was approved.

The dispatch of a memorandum to the Project Director, notifying him of the Board of Directors' acceptance of the WRA theater building proposal, and requesting that the necessary arrangements for the purchase of the Co-op's projector by the WRA be made, was approved by the committee. The General Manager was requested to send an order for the shipment of the projector in view of the fact that the high school gymnasium was expected to be completed within the next few weeks.

Treasurer Sugimoto reiterated that unused scrip held by colonists will be redeemed at the Business Office during the period, July 1st to 15th. He stated that in this connection the problem of making proper redemptions to organizations holding scrip received as contributions had arisen.

Since the redemption in cash of such scrip would result in the double crediting of patronage on the same amount, the suggestion of Mr. Kubo for the issuance of merchandise certificates in exchange for the scrip so accumulated with the notation, "No cash register stubs to be issued on purchases made with this certificate," was approved and accepted unanimously. Mr. Sugimoto was instructed to notify applicants in the foregoing category of the committee's decision.

The conformity with the By-Laws of the Board's recent decision to separate the mail order and laundry service department from the other departments, and to pay dividends from the profits, if any, derived from business in that department, was questioned by the Treasurer. It was decided that the matter should be studied further.

Mr. Kubo announced that the unemployment insurance tax return to and including March 31, 1943 was being filed this date, and the sum of \$1,560.63 for unemployment insurance taxes, penalty and interest, was being paid under protest.

The question of whether workmen's compensation insurance should be taken out by the Co-op was next brought up by the Treasurer. He stated that the WRA was paying compensation up to three months following an injury, and that payments on disability were not definite. The Executive Secretary was requested to confer with the Project Director on the matter, particularly with reference to the question of whether member employees are to be considered employers or employees for workmen's compensation purposes.

The Executive Secretary announced that he planned to leave for Spokane, Washington, on July 15th on a short term leave, preparatory to relocation, and that he would like to resign his post before

leaving. He disclosed that he had notified the executive staff of his plans at a meeting held the previous day.

A discussion was held thereupon on possible candidates for his successor. Upon the unanimous approval of the committee members, Mr. Tsutomu Obana, former Education Director of the Co-op, will be recommended to the Board of Directors for the post. President Kuramoto was requested to approach Mr. Obana as to possibilities of acceptance. The choice of the Board of Directors will be submitted to the wards for approval.

There being no further business, the meeting was adjourned at 4:00 P.M.

Respectfully submitted,

/S/ T. Kawasaki
Executive Secretary

MINUTES OF REGULAR MEETING OF EXECUTIVE COMMITTEE
OF THE TULE LAKE COOPERATIVE ENTERPRISES, INC.
Newell, California

July 5, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on July 5, 1943, at 1:45 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, E. Takahashi, S. Kubo, K. Sugimoto, and T. Kawasaki.

The minutes of the previous special and regular meetings were read and approved as read.

The Executive Secretary announced that Mr. Tsutomu Obana had declined the position of Executive Secretary. Various other candidates were discussed.

The Treasurer announced that the publication of financial statements as of the close of the fiscal year may be delayed until possibly the middle of August due to various reasons, including the necessity of compiling patronage records before reports can be compiled, and the fact that an audit by Mr. Jacobsen will be made subsequent to such compilation.

In view of the circumstances, the date of the General Assembly was tentatively set for August 20, 1943, the General Membership meetings for August 28, 1943, and general elections for August 30, 1943, subject to the Board of Directors' approval and Ward ratifications.

It was announced that objection had been made on the inconvenience of the Stub Receiving Station at 801-B for the residents of outlying wards. The Executive Secretary stated that arrangements for the establishment of temporary stations in the center block of each ward, except Wards I and IV which were already finished, had been made. The schedule was released as follows:

July 6	- Tues.,	- Ward I - 1408-D
" 7,8	- Wed., Thurs.,	- Ward II - 2908-D
" 9,10	- Fri., Sat.,	- Ward III - 3208-D
" 12,13	- Mon., Tues.,	- Ward V - 4408-D
" 14,15	- Wed., Thurs.,	- Ward VI - 5008-D
" 16,17	- Fri., Sat.,	- Ward VII - 7008-D

Instructions will be sent to the Ward Chairmen to make arrangements for the necessary equipment for the establishment of the temporary stations. It was decided that July 20th be set as the deadline for the turning in of June stubs for all wards.

The following reports were given by Treasurer Sugimoto:

1. That approximately \$20,000.00 of non-members' patronage remain on the books of the Co-op.
2. That he desired to refer to the members their respective patronage records, when compiled, for verification prior to the computation of patronage dividends. The consensus was that one week should be allowed for the reporting of errors by the members.
3. That the July 15th deadline for the redemption of scrip still held by the colonists be published for the last time in the Tule Lake Cooperator on July 9, 1943.
4. That he had been advised by Mr. Jacobsen that an allocated reserve fund would probably be subject to income tax.
5. That approximately \$800.00 in scrip remain outstanding to date.

July 5, 1943

The adjustment of inventory values of damaged or unsalable goods were discussed at length. It was unanimously decided that such adjustment be left to the respective buyers.

General Manager Kubo reported that a list of about 15 employees for whom re-classification from "B" to "C" rating had been requested had been returned disapproved by Mr. Pagan.

A sample of the proposed tickets to be issued in place of cash register stubs for 5¢ purchases of soda and ice-cream was submitted. Mr. Kubo stated that prices of the tickets were \$1.10 for one roll of 2,000 tickets and 10% off for orders of ten rolls or more. He pointed out that the issuance of such tickets would save wear and tear on the cash registers and would facilitate the distribution of stubs on sales of pop and ice-cream. The purchase of the tickets were approved.

Mr. Kubo reported that an inventory taken several weeks previously at the Watch Repair Shop showed that materials amounting to \$1715.74 belonging to Mr. Ishizaki, and \$500.00 belonging to the Co-op were on hand. On discussion, the purchase of parts and materials belonging to Mr. Ishizaki and the continuance of the rental of his equipment were approved.

It was disclosed by Mr. Kubo that the terms and conditions under which business with Samuel's of San Francisco for the purchase of rings was being transacted were unsatisfactory and that Farber's of the same city with whom a trial transaction had been negotiated had proved more favorable. He felt that the discontinuance of business with Samuel's and the transfer of orders to Farber's would be more advantageous for the Co-op. The Committee unanimously approved such transfer.

The meeting was thereupon adjourned at 3:50 P.M.

Respectfully submitted,

/s/ T. Kawasaki

Executive Secretary

TK/to

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

July 16, 1945

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 703, on July 16, 1945, at 2:00 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, Educational Director Masao Kawada, and B. Akitsuki.

Mr. Masao Kawada, Educational Director, submitted the proposed purchase of a slide projector and films for his department for educational purposes at the approximate total cost of \$32.00. The purchase of the projector and films from the Educational Fund was unanimously approved by the committee. Mr. Kawada was thereupon excused from the meeting.

The Executive Secretary informed the committee that earlier in the day a delegation from Wards II and III had called upon him to request that a joint meeting of all Co-op committees be called immediately to discuss future policies of the Co-op in view of the pending segregation. After thorough discussion, it was the consensus of the committee that such a meeting would be premature since no material as to the policy of the WRA on which constructive discussion could be held was available. The Executive Secretary was requested to send memos to the delegates that although the responsibility shown by them in the interests of the colonists was greatly appreciated, the committee believed that until definite information on segregation was released, the meeting would be pointless and should therefore be postponed. The committee, however, felt that plans for such an emergency meeting should be prepared and kept on hand for immediate use when necessary.

The request of Mr. F. Y. Tonomura, Secretary of the Committee on Committees, for permission to attend the next meeting of the Board of Directors together with Mr. M. Matsumoto, Chairman, was granted.

Mr. Sugimoto reported that the recommendation of the Board of Directors for the discontinuance of the temporary stub station system in favor of the collection of stubs received during July and thereafter at the Central Stub Station at 801-B, and the celling in of stubs in approximately \$25.00 accumulations, had been discussed and approved by the Central Membership Committee at its last meeting.

The matter of endorsement of personal checks was again presented for discussion. It was decided that the Executive Committee members, whose endorsements are required on personal checks, should not be compelled to be responsible for checks of persons unknown to them. Such checks will be accepted conditionally by Mr. Sugimoto and payment withheld thereon until the checks have been cleared by the banks on which they are drawn.

Mr. Sugimoto announced that as a result of the check-up made by the Central Membership Committee on non-members' patronage records, the total thereof had been reduced to approximately one-half.

The purchase of two additional cash registers by the General Manager was approved unanimously.

There being no further business, the meeting was adjourned at 3:45 P.M.

Respectfully submitted,
Byron Akitsuki, Executive Secretary

MINUTES OF REGULAR MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

July 19, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 703, on July 19, 1943, at 2:15 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and B. Akitsuki.

The minutes of the previous regular and special meetings were read and approved as read.

The Executive Secretary announced that the members of the Executive Committee had been invited by delegates of Wards II and III to attend a meeting of all Co-op committees on Monday, July 19th. It was unanimously decided that the Executive Committee accept the invitation and attend the meeting.

The Executive Secretary further announced that Block Managers Osuga and Miyake had called on him to request a donation in behalf of the Social Welfare Department of Community Services. They had informed him, he continued, that the Department wished to sponsor a community picnic on July 24th with their accumulated funds of approximately \$100.00, and desired a donation in merchandise from the Co-op to augment their supplies. The Executive Secretary stated that he had approved the donation and had referred the amount of the donation to the Executive Committee. Following a discussion, on general assent it was decided that merchandise totalling approximately \$25.00 be donated to the sponsors of the picnic.

Treasurer Sugimoto informed the committee members that he believed it would be advisable to start calling in stubs received on purchases made after June 30th on Monday, July 26th, at the permanent Stub Receiving Station at 801-B. To give the colonists every opportunity to turn in their accumulated June stubs, an extension of the deadline to July 24th was made.

Reports of the issuance of post-dated and pre-dated cash register stubs was disclosed by the Executive Secretary. The General Manager stated that he would caution the cashiers to watch dates more closely. With regard to the erroneously dated stubs already issued, the consensus was that such stubs should be accepted for the period during which the purchase was actually made.

The suggestion of the Publicity Department for the setting of a policy in regard to material acceptable for publication in the "Tule Lake Cooperator" was discussed. It was felt that the present procedures and regulations were adequate and should therefore remain unchanged.

A form to be sent to each member, setting forth the total of his patronage and requesting confirmation of his recorded patronage, was submitted by Mr. Sugimoto and approved by the committee.

Mr. Sugimoto informed the committee that the capital stock return will be due and tax payable thereon on July 31st. Since Mr. Jacobsen is scheduled to conduct his audit in the early part of August, the members felt that it would be advisable to delay filing the return until Mr. Jacobsen's arrival, or at least until a reply to Mr. Sugimoto's inquiry is received from him.

As there was no further business, the meeting was adjourned at 4:00 P.M.

Respectfully submitted,
/s/ Byron Akitsuki, Ex. Sec'y

MINUTES OF REGULAR MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

August 2, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 706, on August 2, 1943, at 2:10 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, S. Takahashi, S. Kubo, K. Sugimoto, Neil MacNeil, Assistant Supervisor of Consumer Enterprises, and E. Akitsuki.

The minutes of the previous regular meeting held on July 19, 1943, were read and approved as read.

The Executive Secretary reported that the Boys' and Girls' Activities Division of the Recreation Department, including the Boy Scouts organization, was desirous of sponsoring movies for children, admission to which would be one empty soda pop bottle. To meet their expenses, the division had requested that they be allowed a one-cent refund on each bottle.

During the discussion which followed, the matter of constructing enclosures for the safekeeping of empty bottles now on hand was brought up. It was unanimously agreed that construction on the enclosures should be started immediately. Thereupon the granting of one-cent refunds on pop bottles collected by the Boys' and Girls' Activities Division as admission to their movies was approved by the committee.

The request of Mr. Ben Kasubuchi, on behalf of the Ward I Buddhist Church, for a donation on the occasion of the organization's picnic to be held on Sunday, August 8th, was next presented by the Executive Secretary. Since the Co-op's donation policy prohibits donations to organizations whose activities do not benefit the entire colony, it was felt that a precedent in this respect should not be set; however, discounts on purchases made for the picnic by the organization will be granted.

The Employee Relations Committee, it was reported, had discussed the WRA regulation calling for a reduction in the number employed on the project. Should it become necessary for the Co-op to reduce the number employed by it, the committee had decided that first consideration would be given to those who had received recognition as model employees, nominees for the honor-roll, and those who held seniority.

In this connection, Mr. Kubo stated that investigation had disclosed the fact that of the 275 employees on the Co-op payroll, 149 will be transferred to other centers or relocated when segregation is effected. He further revealed that the majority of the key positions will be vacated. If the present policies are to be maintained, Mr. Kubo recommended that successors to officials, particularly the buyers, be contacted and trained to take over the positions.

The Executive Secretary stated that the Co-op Circulating Library was curtailing its transactions where possible in line with the Co-op's present policy. He added that the library was in a sound financial condition.

A report of the discounts allowed to various organizations, divisions, and departments was made by the Executive Secretary.

Mr. Sugimoto reported that he was as yet unable to complete the financial statements as of June 30, 1943, due to the delay in the arrival of the auditor. In his latest communication, Mr. Jacobsen had informed him that he would not be able to come to the project until August 28th. On receipt of word of the new delay, Mr. Elbarson

had made attempts to contact other auditors, replies from whom were pending. If no auditors are available immediately, Mr. Sugimoto felt that reports should be compiled, the books audited by the officials, and officially audited again in the latter part of the month when Mr. Jacobsen is available. The committee members' opinions were requested on the matter. Mr. Sugimoto reported also that the current records are not up to date due to the illness of the chief accountant, Mr. Jim Kai.

As the need for an assistant chief accountant was urgent, Mr. Kubo was requested to place an ad in the Dispatch immediately for applicants for the position.

Mr. MacNeil, with regard to the audit, suggested that reports be compiled by the staff, and the aid of Mr. Rossman, who is expected to visit the project together with Mr. Gerald Richardson before August 21st, be obtained in conducting an audit of the books.

Mr. Sugimoto informed the committee members that circumstances have made the need of an additional car apparent. He stated that as the purchase of another car would be inadvisable at present, the Business Office had been taking advantage of Mr. Kubo's offer of the use of his car. To compensate Mr. Kubo for such use, it was unanimously agreed that a monthly rental be paid to him. Mr. MacNeil was requested to arrange for procurement of gas rations for the car.

After consultation with the executives on the advisability of filing the Capital Stock Return before the deadline, July 31st, Mr. Sugimoto reported, a value of \$200,000 had been declared on the capital stock, and a tax of \$250.00 paid on July 30, 1943.

With respect to confirmation of patronage records of members who have left the project, on general assent it was decided that forms be forwarded to such members by mail if addresses are known and time allowed for them to report any discrepancies.

Mr. Kubo reported that on Sunday, August 1st, the Co-op Fish Market had been opened for a half day on trial, and that the arrangement had proved satisfactory. Mr. Kubo recommended that hereafter the fish market be opened on Sunday morning and remain closed Sunday afternoon and Monday morning, and have the employees take their remaining half day off in rotation during the week. The plan was approved unanimously, subject to acceptance by the fish market employees. To relieve the market manager of clerical work, the employment of additional workers was sanctioned.

The matter of the sale of the Co-op's movie projector to the URA was next discussed. The consensus was that a conference should be held by the Executive Committee with the new project director, Mr. Best, on the subject as soon as possible. Mr. MacNeil was requested to make arrangements therefor.

There being no further business, the meeting was thereupon adjourned at 4:20 P.M.

Respectfully submitted,

/s/ Byron Akitsuki

Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

August 9, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Business Office, Warehouse 351, on August 7, 1943, at 1:55 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, and B. Akitauki.

The Executive Secretary reported that a farewell gift of \$25.00 had been presented to Mr. Don Elbersen on the unanimous approval of the ward assemblies.

It was announced that the Employee Relations Committee had completed plans to present awards to honor roll employees who had been selected from their divisions for the second time at a gathering to be held on Tuesday, August 10, 1943. Invitations to attend had been extended to the President, General Manager, and Executive Secretary. Following a discussion on the committee's request for designation of the fund from which appropriation should be made, it was decided unanimously that the cost of the awards should be charged to the Educational Fund.

The request of the Construction Department for a donation from the Co-op for its program to be held on August 14th and 15th in commemoration of the completion of the high school gymnasium was next presented for consideration. In view of the fact that the program would be presented for the entire colony, a donation of \$50.00 was unanimously approved.

The Executive Secretary reported that complaints had been received regarding the inconveniences being faced by the colonists in and around Block 18 due to the ditch which had been dug for the fish market sewerage pipe and which had not yet been filled in. It was agreed that the situation should be corrected immediately.

Treasurer Sugimoto announced that the financial statements as of June 30, 1943, had been completed and were ready for presentation to the Board of Directors at its next meeting scheduled for August 9th. Copies of the reports, as yet unofficial, were distributed to the members, and explanations of various items and figures were given. With regard to the Scrip Liability account, Mr. Sugimoto stated that he believed it would be advisable to issue a final call for unused scrip and to set a deadline for redemption of outstanding scrip. Mr. Sugimoto further explained that the merchandise inventory was listed at actual value less 2 $\frac{1}{2}$ % shrinkage. According to patronage records established, it was pointed out, 84% of income will be non-taxable, and 16%, credited to non-members, will be taxable.

A discussion was next held on the numerous requests received for sales to reduce stock on hand. Treasurer Sugimoto was requested to prepare departmentalized merchandise inventories to be submitted to the Board at its next meeting. On examination of the inventories the Board will determine whether sales are advisable to reduce stock in any department.

The decision of the Board, at its meeting held on June 28, 1943, to allocate the General Reserve Fund was referred to by Mr. Sugimoto. In view of the fact that segregation is imminent and that responsibility for an allocated reserve fund would work hardship on the successors, the consensus of the committee was that the General Reserve Fund should not be allocated.

General Manager Kubo was next called upon for his report. He informed the Com-

mittee that for some time the Beauty Shop has had on file a requisition for a permanent wave machine since the equipment at the shop was not adequate. Several months ago he had negotiated with Robert Honda who had such a machine in storage. Mr. Honda had sent for the machine and for two dryers, which the Co-op also desired. For the permanent wave machine, which had been used approximately nine months after purchase at \$465.00, and for the dryers, which had been purchased secondhand, a total price of \$460.00 had been asked by Mr. Honda. Purchase of the machines had been held up pending investigation of the market values thereof. Mr. Kube stated that the equipment was on hand, and although the advisability of making additional purchases of equipment was questionable at the present time, it would also be difficult to reject the machines since they had been sent for on the Co-op's request. A discussion was held at length on the matter but no decision was made.

Following a discussion on various matters to be presented to and discussed by the Board of Directors at its next meeting, the meeting was adjourned at 4:40 P.M.

Respectfully submitted,

/s/ Byron Akitsuki

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

August 16, 1943

A regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Merit Board Conference Room, Building 708, on August 16, 1943, at 2:40 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, and H. Akitsuki.

The minutes of the special joint meeting of the Board of Directors, Ward Chairmen, and Management Committee, held on August 13, 1943, and the minutes of the previous regular meeting of the Executive Committee, held on August 2, 1943, were read by the Executive Secretary and the latter approved as read.

On presentation of a letter from Harry K. Mayeda and following a discussion with regard to the balance of \$25.00 remaining of the donation of \$50.00 which had been approved for the Recreation Department's Marathon Race held on April 18, 1943, the request of the Community Activities Section for the payment of the balance to defray expenses for their scheduled Judo Tournament was granted on unanimous approval.

The application of the Buddhist Church of Ward I for discounts on their purchases for their recent picnic was submitted by the Executive Secretary and on discussion, was approved by the committee.

The Executive Secretary announced that in preparation for the Ward Membership Meetings to be held on August 28th, he had obtained permission from the Project Steward to use the seven mess halls at which the previous membership meetings had been held on January 30th.

A plan for the distribution of net savings was next submitted by Treasurer Sugimoto. Mr. Sugimoto explained that he had consulted with Mr. Brockman, the auditor, on various points, particularly with regard to the establishment of a reserve fund for educational purposes. Mr. Brockman had informed Mr. Sugimoto that since he felt some doubt as to the fund's taxability, he would consult with tax authorities on his return to Sacramento and notify him immediately on completion of his investigation. In the event the fund is declared subject to tax, and if the fund, in view thereof, can legally be added to distributable income, the reserve will not be established and the funds to have been so diverted will be distributed to the members, increasing the patronage refund percentage to 8.8%. Should such increase be made, a special Board meeting will be called to declare a new patronage refund rate.

As there was no further business, the meeting was adjourned at 3:40 P.M.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

MEMORANDUM
TULE LAKE COOPERATIVE ENTERPRISES, INC., - 717-A
August 18, 1943

TO: DIRECTOR OR BOARD CHAIRMAN _____
SUBJECT: CORRECTION IN MINUTES OF EXECUTIVE COMMITTEE MEETING
HELD ON AUGUST 16, 1943.

Paragraph 7 in the minutes of the meeting of the Executive Committee of the Tule Lake Co-op has been corrected to read as follows:

"A plan for the distribution of net savings was next submitted by Treasurer Sugimoto. Mr. Sugimoto explained that he had consulted with Mr. Brockman, the auditor, on various points, particularly with regard to the establishment and taxability of a General Surplus Reserve Fund and an Educational Fund. Mr. Brockman had informed Mr. Sugimoto that since he felt some doubt as to the funds' taxability, he would consult with tax authorities on his return to Sacramento and notify him immediately on completion of his investigation. In the event the funds are determined to be wholly subject to tax, Mr. Sugimoto felt that the reserves should not be set up by withdrawing the funds from non-taxable income, but, instead, be set up by withdrawing the necessary funds from taxable income, thus giving the members the maximum benefits possible. The rate of patronage refunds which had been set at 7 $\frac{1}{2}$ % would, as a result, be increased to 8.8%. Should such increase occur, a special Board meeting will be called to declare a new patronage refund rate."

Please make the necessary substitution.

Byron Akitsuki
Executive Secretary

MINUTES OF SPECIAL MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

August 31, 1943

A special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at the Business Office, Warehouse 351, on August 31, 1943, at 2:15 P.M. President S. Kuramoto presided.

There were present: S. Kuramoto, B. Takahashi, S. Kubo, K. Sugimoto, Don Elbersen, Chief of Business Enterprises, and B. Akitsuki.

Mr. Don Elbersen, on behalf of the WRA, submitted for consideration a proposal for the Co-op's assumption of control over personal maid service for the appointed Caucasian personnel. Mr. Elbersen stated that the object of the proposal was to put a stop to the unfair practice of payment of higher wages by the appointed personnel for maid service than are paid to other evacuees. It was disclosed that wages of \$25.00 to \$30.00 are being paid by them.

Under the proposed plan, employers will be required to make payments for maid service to the Co-op instead of directly to their employees. Wages will then be paid to the employees in that category in accordance with the following wage scale:

Regular workers	\$16.00 per month
Supervisors	\$19.00 per month

The wages are based on a 44-hour week and do not include the clothing allowances which will be paid in addition. Part-time workers will receive 50¢ an hour, provided the total time does not exceed eight hours a week.

The supervisor will receive and properly dispose of complaints from both the employers and employees, and will be empowered to recommend, terminate or transfer employees through the Personnel Director of the Co-op. Employers will be required to secure maid service through the Personnel Director only; should such requirement be ignored, disciplinary measures will be taken by the Administration.

Funds accumulated by the Co-op as a result of the equalization of compensation of evacuees employed as domestics with others employed on the project will be allocated to the Education or Donation Fund of the organization.

Following a lengthy discussion, it was suggested that prior to the inauguration of this service, the project director, Mr. Best, be requested to terminate all persons now employed as domestics by the administrative personnel and announce the new regulation through the Tulean Dispatch. This would then pave the way for the Co-op to make the necessary arrangements with the WRA. Upon agreement of the course of action, Mr. Elbersen was excused from the meeting.

With reference to the distribution of compensation, the Board members present unanimously approved the Ward VI recommendation of including Block Representatives with Directors and committee members.

The meeting was thereupon adjourned at 4:30 P.M.

Respectfully submitted,
/s/ Byron Akitsuki, Ex. Sec.

EXECUTIVE COMMITTEE MEETING
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

October 30, 1943

Pursuant to notices duly given, a special Executive Committee meeting of the Tule Lake Cooperative Enterprises, Inc. was held at Building 717- from 1:45 P.M. on October 30, 1943. Mr. Matsumoto presided.

There were present: Messrs. T. Matsumoto, Y. Tsukanoto, F. Akitsuki, H. Haruyama, Y. Hitomi, and Mr. Iwawaki, Personnel Director.

The minutes of the special meeting of the Board of Directors held on October 21, 1943 were read and approved as read. The minutes of the regular meeting of the Management Committee held on October 29, 1943, were also read at this time.

With regard to the motion picture, the Executive Secretary reported that arrangements were made with the WRA for the use of the High School Auditorium on Sunday afternoons and nights and on Monday nights. It is possible to have 6 showings; 2 each night and 2 in the afternoon with the capacity of approximately 1200 persons per showing. The Committee suggested that the camp should be divided by wards, in order to avoid congestion. The matter will be referred to the Board of Directors at the meeting, scheduled for Monday, November 1, 1943, for a further detailed discussion.

Instruction from National Director Dillon Tyler concerning Co-op employment of personnel was read which stated that since the Enterprises are owned and operated by the evacuees, the Enterprises management should be permitted to do the hiring and firing of its own employees. The Business Enterprises owned by the evacuees should be given full responsibility as possible for the managing of their own Cooperative Association, and the extension rather than curtailment should be encouraged. When the question of whether the Co-op should assume the responsibility of their employees, in case of accident or death, was clarified by Mr. Don Elbersson's statement that this memorandum applied to the employment problem only; other matters are unaffected.

The General Manager reported that it is impossible to acquire any building from the WRA for the manufacture of tofu. After some deliberation, the group present decided to build its own building, 20' x 60' adjoining the fish market as it is conveniently located in the higher power voltage line area. The General Manager, Y. Hitomi was instructed to make the necessary arrangements for the immediate purchase of lumber and transformer for the motor.

The fish market employees' request from the General Manager to furnish boots and coveralls, was granted.

Resumption date for the Sears Roebuck mail order service at all canteens was set as November 5, 1943, after a brief discussion by the committee.

With the patronage refunds for the fiscal period from July / to September 30, 1942 to be distributed soon, the Treasurer suggested the issuance of script books of large denominations in place of cash orders, since the calculation of small denominations require much work and a larger personnel. His suggestion on this matter was tabled for further discussion at the Board of Directors meeting.

It was the opinion of the Committee that in view of many appeals from the colonists for the safe keeping of their cash, a saving plan, whereby, working capital, with a goal of \$60,000 be solicited from the colonists for the purpose of liquidating the outstanding patronage refunds--Certificates of Indebtedness, was suggested. It was further suggested that loans from \$50.00 to \$1,000 with 2% interest per annum, due one year later, be obtained. Such limitations are necessary, it was added, in order to avoid the possible monopoly by few members, since it is our desire to distribute such privileges to many people. Some form of a certificate, after consultation with Mr. Silverthorne, WRA Legal Advisor, will be printed. In case of dissolution of the organization, such certificates should be given priority of redemption. This will be fully discussed at the Board of Directors meeting, it was decided.

The manufacture of clothing for evacuee children was discussed, but the matter of space for doing such work will have to be considered first, and the inability to obtain materials was also revealed by the General Manager. The Committee decided again to refer this matter at the Board of Directors meeting.

The matter of clarification of duties and position by the appointed personnel was again discussed. The President, Vice-President and Mr. Iwawaki, Personnel Director, were instructed to study the matter for immediate solution.

The meeting was adjourned at 4:30 P.M.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE
OF THE

TULE LAKE COOPERATIVE ENTERPRISES, INCORPORATED

November 13, 1943

The special meeting of the Executive Committee of Tule Lake Cooperative Enterprises, Inc., was held on November 13, 1943, at 717-A, from 2:00 P.M. President M. Matsumoto presided.

Those present were President M. Matsumoto, Vice-President Y. Tsukamoto, Treasurer M. Maruyama, Executive Secretary Byron Akitsuki, General Manager Y. Hitomi, and Assistant General Manager M. Nishimi.

The Chair first stated that the purpose of this meeting was to stress emphasis and clarify the procedure as prescribed in the Roberts Rules of Order that "all preliminary work in the preparation of matter for their action should be done by means of Committees", in order to alleviate the Board of Directors from encumbering exorbitant matters, which have been so impressingly noted in the past few meetings. Such can be abstained only by referring all matters, which are brought up at the Ward Assemblies which are unfamiliar, or which require further study, to respective standing committees requesting them for further reports, rejection, study, or approval within the jurisdiction of their delegated capacity. The Chair stated that the business taken up at the Board of Directors meeting should be restricted, if possible, to reports by various officers, or submittal of recommendation or resolution for sanction or rejection.

Next, the Treasurer reported that due to the use of the recently adopted pennies for defense program, banks have ceased the issuance of such, thus, besetting difficulties for the canteen cashiers. After presentation of various ideas, the general consensus of the body was that readjustment of selling prices should be made; which will eliminate the transaction of pennies to a certain degree.

The Treasurer brought to the attention of the body for suggestions, in reference to the difficulties encountered in trying to forward the Certificates of Indebtedness to member patrons who have relocated. One of the suggestions presented as a remedy, was to introduce the difficulties involved in the "Cooperator", Co-op mouthpiece. He also added that verification of the members and non-members and their addresses within and without the Center should be made. One of the suggested mediums was to ask for the cooperation of the block representatives.

General Manager requested the immediate alteration of titles in the Office roster of the following persons:

NAME	AUTHENTIC TITLE
M. Terada	Grocery Buyer
Jiro Goto	Assistant Treasurer
Morikawa	Warehouse Manager & Ass't Grocery Buyer

Assistant General Manager Nishimi stated that the request for the return of the temporarily "confiscated" Co-op mimeograph machine has been negotiated for, but according to the Lieutenant Colonel, it is under investigation, although no further reply has been received. He went on to report that the recently ordered paper supplies have been receipted for, including Language School supplies. Immediately following the reports, question was raised as to whether discount should be allowed. The committeemen thought that, if such is requested, 5% should be given but positively no stub receipts should accompany such purchases.

The report of the Executive Secretary was given as follows:

- (1) Names and addresses of the members of the Board of Directors was submitted to the Secretary of State of California.
- (2) 90% of the Co-op non-member-employees became members.
- (3) Committee on Committees has completed the revision of the By-Laws, whereupon requiring general ratification.

At this time, the Secretary conveyed the idea of the confliction involved in the allowing of full time as assented by the Board of Directors at its last meeting held November 8, 1943 to canteen employees who were compelled to go off duty due to recent incidents, resulting in the closing of stores. It was cited that WRA employees are not allowed such privileges; it would be only justifiable and impartial to exempt Co-op employees of such too. Emphasis was weighted on the deficit being incurred by Co-op, as a consequence, no income versus tremendous outgoing expenses. After due deliberation, the matter was referred to the Board of Directors for their decision.

In order to instigate efficiency on the part of the canteen force, it was the suggestion of the Committee as a preliminary step to limit the age of employees to 18 years of age or over. For a thorough study, it was referred to the Employee Relations Committee.

Finally, the members of the Executive Committee were informed that hereon until further change, the body will meet weekly.

There being no further business the meeting was adjourned at 4:00 P.M.

Respectfully submitted,

/s/
Byron Akitsuki
Executive Secretary

SPECIAL MEETING OF THE EXECUTIVE COMMITTEE
OF THE
TULE LAKE CO-OPERATIVE ENTERPRISES, INC.

November 22, 1943

The special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held pursuant to notice duly given, on November 22, 1943, at 707-D, from 1:30 P.M. President M. Matsumoto presided.

Those present were: M. Matsumoto, Y. Tsukamoto, M. Maruyama, B. Akitsuki and T. Ikemoto, Research Director.

General Manager reported as follows:

- (1) The marking of new selling prices on merchandise, in order to avoid transaction of pennies at the canteens, has commenced today at the Warehouse. Inasmuch as sales taxes are not inclusive in the selling prices, the merchandise are marked accordingly; e.g. selling price plus tax.
- (2) Release from the Army of the Co-op's mimeograph and Rex-o-graph machines has been granted.
- (3) Preparation for the reopening of #4 Canteen is under way. Half of the barrack will be used, the other half to be used by the WRA. However, in the future, should the Co-op desire the return of the entire barrack, arrangements may be made. Negotiation will also be made, through Mr. MacNeil, to pay one-half of the rent for the use of the #4 Canteen for the period beginning November 1, 1943.
- (4) Letter has been received from the Oakland Cooperative in reply to our request for soap supplies, stating that a carload is on hand, which must be divided among other Co-op stores. The New York office has been also contacted, but we have not received any reply.
- (5) Permits for all night watchmen, except three, have been received.
- (6) Dead stock of the shoe store has been inventoried; application will be filed with the OPA for permission to sell without shoe ration coupons.

Treasurer Maruyama was next called upon to give his report. 3372 copies of Certificates of Indebtedness for the fiscal period ending September 30, 1943 has been completed; such will be distributed by this week. To former members who have relocated to other centers, the Certificates will be distributed by entrusting such to reliable former Tuleans as S. Sugimoto in Heart Mountain, Tonomura in Minidoka, Ikeda in Topaz, etc. The question of acknowledgement for their service arose, to which the committee agreed to give some compensation.

Plan was brought forth by the Treasurer that "Community Fund" boxes be placed in the canteens for the purpose of putting in all register stubs, which are forgotten or unclaimed, as practiced by the Jerome Co-op; the stubs are to be distributed to member organizations as donations. In view of the inadequacy of the provisions of the By-Laws relative to the eligibility of organization or group membership, it was suggested that an insertion to permit such be made.

The Executive Secretary reported that Ward 7 has submitted a recommendation suggesting a fair distribution of soap by means of some form of ration ticket. Such will be practiced if and when the soap arrives, the body decided.

Immediate cease of the sale of anti-Japanese articles, comics, and also movie magazines has been recommended by Ward 7; however, after lengthy discussion, the Executives thought that the subject should be tabled for further study and suggestions by the other Ward assemblies.

The Secretary also reported that Ward 5 directors have submitted their resignations. Memorandums will be sent therein for an immediate replacement, stated the Secretary.

At this time the Executive Secretary informed the committee that due to his inability to personally transact all necessary business, he has delegated T. Ikemoto, Research Director, to act in his behalf.

The new barracks now under construction opposite Ward 6, has added a prospective significance to the establishment of an additional canteen in that area. Reservation and other necessary plans should be laid in advance. In view of the circumstance, it was suggested that Mr. MacNeil and Lieutenant Collins be requested to investigate and locate an appropriate site for the store.

There being no further business, the meeting adjourned at 4:20 P.M.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

REGULAR MEETING OF THE EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.
December 4, 1943

The regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held on December 4, 1943, at 717-A, from 2:00 P.M. M. Matsumoto presided.

Those present were: M. Matsumoto, Y. Tsukamoto, M. Maruyama, Y. Hitomi, M. Nishimi, and B. Akitsuki. Mr. T. Toyoji, secretary of the Management Committee was also present.

The minutes of the Management and Employee Relations Committee's meeting held on December 3, 1943 were read and important points were stressed and explained. The minutes of the previous meeting held on November 27, 1943 were read and approved as read.

The Chair explained in length the impending warehouse problem. In view of Chairman Miyagishima's inability to preside at the gathering to be held December 5, 1943, the Committee appointed Mr. Toyoji as the Chairman for tomorrow's gathering. The body deemed that in reference to the complaint, signed by 10 employees, reproving the Warehouse Manager Morikawa, has been inordinately referred to the erroneous committee. It should be thoroughly clarified that hereafter all complaints or grievances of this nature should be taken or settled locally, in this case, it should have been properly referred to the General Manager.

The Chair requested that after the gathering is completed and conducive informations from both sides are compiled, the joint body, after coming to a conclusion, should submit a recommendation or suggestion with the signatures of all Employee Relations and Management Committee members and the General Manager to the Board of Directors.

General Manager announced that 75 sacks of "mochi gome" have been ordered. Small quantity of rice relative to the population may not pervade fairly but in view of the present circumstances it should be forgiven.

Executive Secretary's report was as follows:

1. Japanese translation of minutes prohibited. December 4, 1943.
2. Complaints for the re-opening of Canteen #4 has been received. It was suggested that the procedure followed and the reason for the re-opening be published in the "Cooperator" as follows: that it was closed temporarily but due to the request of the Administrative Personnel, it was opened on a small scale basis. However, the Personnel, prior to their arrival of the conclusion had held a mass meeting of all Administrative Personnel."
3. The opening of the canteens through the entire week has been approved by the Management and Employee Relations Committees. The recommendation will be put into practice immediately upon the sanction of Board of Directors.

Assistant General Manager reported as follows:

1. There are about 100 cases of toilet soap and 56 cases of laundry soap in the warehouse.
Still pondering as to the fair means of distribution perhaps through blocks. Method of distribution, after long deliberation, was that the block representatives be contacted by memos to request for the member of families in each block and the number of apartments with bachelors. The memos should be sent to the chairmen to be forwarded to the block representatives, after brief estimation, it may be possible to allot 2 toilet soaps and 1 laundry soap to a family.

Treasurer requested that MacNeil had requested newspapers and magazines to be sold at Canteen #4. Notwithstanding General Manager replied that orders be taken first.

There being no further business, the meeting adjourned at 4:30 P.M.

Respectfully submitted,

/s/ Byron Akitsuki,
Executive Secretary

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SPECIAL EXECUTIVE COMMITTEE MEETING
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

December 8, 1943

Special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at 707-D, on December 8, 1943 from 1:50 p.m. President M. Matsumoto presided.

There were present: M. Matsumoto, Y. Tsukamoto, B. Akitsuki, Y. Hitomi, General Manager, M. Maruyama, Treasurer, and Nishimi, Assistant General Manager.

There were also present: Directors R. Yoshimura, T. Ito, and T. Hisatsune, and also Director of Information T. Tomishige.

The Chair stated that this special meeting was called to discuss thoroughly the proposals made by committee and decide on what action is to be taken on the subject of eliminating the so-called luxuries now carried in the various departments of the canteens. The 5 departments, carrying the so-called luxuries are as follows: Pastries, fruit and vegetable, tobacco and cigarettes, hardware, and fish.

It was cited that the consensus of opinion in one of the Wards is that every precaution should be taken before closing any of the aforementioned departments, since if closed once, it is impossible to reopen again, due to the shortages outside and ever impending rationing.

The General Manager stated that the elimination on the luxuries would cause a handicap in the operations of the Co-op, as the amount of turn-over of these articles is great; and as it is, our allotment on all items are diminishing each quarter and will in all probability be almost nil eventually, and in the end, we will not be able to obtain anything. The elimination on expensive articles is also difficult since, e.g. inexpensive fish such as mackerals, which is disliked would not sell readily; pastries, we are fortunate in obtaining since sugar is rationed, fruits, vegetables, and tobacco and cigarettes are very scarce outside; hardware, a priority is necessary, and fish is also scarce outside.

The question of closing the canteens entirely, or continue to operate, is a question to be decided by the members of the Cooperative since the Co-op is functioning and servicing the colonists. It was stated that this matter should be brought before them for their opinions. After a lengthy discussion, and before such action is taken, the Board decided to have a joint meeting with the Management Committee on Thursday, December 9, 1943, from 1:30 P.M.

With this question the main issue of the meeting, and no further discussions in view, the meeting adjourned at 3:10 p.m.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

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MINUTES OF THE REGULAR MEETING OF THE EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

December 11, 1943

The regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held on December 11, 1943, at 717-A, from 1:30 p.m. President M. Matsumoto presided.

Those present were: M. Matsumoto, Y. Tsukamoto, B. Akitsuki, and M. Maruyama. T. Ikemoto was also present.

A decision was made to refer the Daihyo-Sha Kai's proposal of suspending the sales of so-called luxury goods to the block meetings of the Co-op members which will be held on December 13, 1943, from 7:00 p.m.

As a preparation for the aforementioned meeting, it was decided to call the Ward Representatives meeting on December 13, 1943, from 1:30 p.m. at which time the representatives from the Board of Directors will present the current issue - suspension of sales of the so-called luxury goods and will instruct the Block Representatives to observe the following points:

1. Inform the members that the preparation for redemption of Certificates of Indebtedness issued for the fiscal period ending June 30, 1943, is now complete.

However, if the sales of the so-called luxuries are suspended, it will certainly become necessary to postpone their redemptions indefinitely.

2. Make certain that only the members of the Co-op participate in this Co-op block meeting.
3. When any necessity for decision by voting arises, conduct the voting by closed ballots.
4. Limit questions and answers to Daihyo-Sha's proposal only.

It was further mentioned that inventory auditors be selected at the Ward Assemblies scheduled for Thursday.

The meeting adjourned at 3:30 p.m.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

REGULAR MEETING OF THE EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

December 18, 1943

The regular meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held on December 18, 1943, at 717-B, from 2:00 P.M. President M. Matsumoto presided.

Executive members present were: M. Matsumoto, M. Maruyama, Y. Hitomi, and B. Akitsuki.

The minutes of the Executive Committee meeting held on December 11, 1943, were read and approved as read.

A recommendation submitted by the Management Committee that "checks in the amount for \$5.00 or less (whether drawn within or out of state) will be cashed without charge through the check cashing station. However, any check in the amount for more than \$5.00 (whether drawn within or out of state) will be charged 5¢ per \$50.00 on a graduated basis, as follows:

<u>Amount</u>	<u>Charge</u>
.00 - \$5.00	.00
5.01 - 50.00	.05
50.01 - 100.00 etc.	.10 etc."

was unanimously approved by the Executive Committee. Thus, the recommendation will be referred to the Board of Directors for their final ratification.

The same committee has submitted a recommendation whereby issuance of money orders or travelers' checks be altogether suspended, in view of the fact that the American Express Company has sent a letter to the Treasurer stipulating that issuance of American Express money orders and travelers' checks to "blocked nationals" should be forbidden. The matter was also given full approval.

The Executive Secretary reported that since the area between Ward 4 and 7 is being fenced and since the shoe repair, watch repair, and radio repair shops are located within the enclosed area (block 73), the Management Committee has recommended "that relocation of the above-mentioned shops to a new location, convenient to the general colonists, be undertaken immediately on condition that imminence of the moving of the Ward 7 residents is certain; however, if the fence should be of a more-or-less temporary nature, and segregation of the colonists does not take place for a couple of months, the recommendation should be reconsidered". Simultaneously, the General Manager stated that 1307, the former housing department, is not available. He remarked, nevertheless, that 1804, Social Welfare Department, should be negotiated. However, if this proves to be infeasible, a site somewhere within Ward 1 or 2 should be immediately transacted, the General Manager added. The Management Committee's recommendation was accepted.

The meeting adjourned at 3:15 P.M.

Respectfully submitted,

/s/ Byron Akitsuki
Executive Secretary

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MINUTES OF THE SPECIAL EXECUTIVE COMMITTEE OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

December 23, 1943

The special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held on December 23, 1943, at 717-B, from 2:00 P.M. President M. Matsumoto presided.

Those present were: M. Nishimi, Y. Hitomi, M. Matsumoto, M. Maruyama and Y. Tsukamoto.

The minutes of the Executive Committee meeting held on December 18, 1943, were read and approved as read.

First on the Agenda, submitted by Executive Secretary B. Akitsuki, who was absent due to illness, was the item, "Mr. Tomishige and Mr. Ikemoto recommended as acting Executive Secretaries during my absence; who in above capacity will attend meetings." The committee gave full approval to the recommendation. Simultaneously, in reference to the Executive Secretary's submittal of a letter of resignation to be effective as of January 5, 1944 and the Secretary's suggestion that the same be referred to the Ward Assemblies for them to recommend his successor, the body unanimously felt that inasmuch as the Executive Secretary has over-exerted himself in the execution of the requirements of his important post during the past period and especially during the recent critical period, a complete rest for at least three weeks, possibly until around January 10, 1944 should be given.

Pertaining to the check cashing, the Executive Secretary had recommended Messrs. Tomishige and Ikemoto to make endorsements on checks, using their discretion, upon presentation of sufficient identification.

In accordance with the Agenda in regard to the future policy of the Co-op - that is whether to take the constructive step to bring back normality indirectly or wait until condition returns itself, the members felt that the Secretary's statement as to what he really meant by such a statement, should be obtained before any steps or consideration is taken. However, they felt that without taking any constructive step - that the Co-op should tread the step as it is pursuing at the present time.

Finally, in regard to the future distribution of soap, the General Manager stated that in the future, soap will be distributed by means of coupons which are to be distributed by the Block Managers. The Soap can be handled through the canteens. This will expedite the distribution to a great degree, as it will save time and labor to avoid complaints, and also avoid burdening the block representatives.

The very important matter of revisions of By-Laws, the Chair stated that it should be completed before the present committee leaves the office.

There being no further business, the meeting adjourned at 2:45 P.M.

Respectfully submitted,

/s/ T. Ikemoto
Acting Secretary

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MINUTES OF THE SPECIAL MEETING OF THE EXECUTIVE COMMITTEE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

August 30, 1945

The special meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held on August 30, 1945 from 9 a.m. at 718 conference room. Vice-President Nakamura presided.

Those present were: Acting General Manager and President Sakuma
Personnel Director Fukumoto,
Vice-President Nakamura,
Treasurer Kojima
Executive Secretary Kimura
Assistant General Manager Iseri
Merchandise Manager Nomura

EXECUTIVE SECRETARY'S REPORT:

- a. The members' signature for an application of amendment to the Article of incorporation has been submitted to me and it will be sent to the Secretary of State soon.
- b. 64 blocks are in favor of paying the stolen money to the losing depositors and discussion will be made at this afternoon's special board meeting on the expense accounts.

TREASURER'S REPORT:

It was also advised by the public accountant referring to the stolen money that this should be taken out from the operating expense of June, 1945 instead of from the unallocated reserve which requires careful consideration.

DISCUSSIONS:

- a. Mr. Iseri, Assistant General Manager, who had attended the fourth all center conference of federation of center business enterprises at Salt Lake City, and who later accompanied by Mr. Perkins for business trip to New York, explained the traveling expenses in detail.
- b. Due to the arrival of the public accountant, bookkeepers had also worked at night. Referring to WRA working regulations and also Co-op feels that they should be given day off for the time they have worked overtime. This was unanimously approved by the executive staff.

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- c. It was explained by personnel director Fukumoto, the possibility of leaving the matter of special sales on dead stocks to the buyer and liquidation preparation committee.
- d. Discussion was made on borrowing Mess 1720 for the special sales department and the future employment problem upon gradual curtailment of business operation.

The meeting adjourned still a.m.

Respectfully submitted,

/s/ Kaoru Kimura
Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

March 16, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was called to order by S. Kuramoto, President, at Building 708 on March 16, 1943, at 1:45 P.M.

There were present: S. Kuramoto, S. Kubo, K. Sugimoto, T. Yoshihara, J. Nakagawa, N. Honda, T. Obana, G. Ikegami, and T. Kawasaki.

Mr. James Nakagawa, candidate for the office of Research Director, and Mr. Tsutomu Obana, candidate for the office of Personnel Director, were introduced to the committee.

The minutes of the previous meeting held on March 11, 1943, were read and approved as corrected.

The resignation of Takeo Yoshihara as Research Director of the Co-op was announced. Mr. James Nakagawa was appointed to succeed Mr. Yoshihara.

The Executive Secretary announced that Mr. Noboru Honda, Education Director, had been accepted by the Rochdale Institute at New York City and would be leaving the Project on about March 25th.

Mr. Honda expressed his regret at having been unable to complete his educational program, but that he had done his utmost to lay a solid foundation for the program. He added that the delay had been due in part to his having undertaken the duties of Personnel Director at the same time. He requested a leave of absence beginning on March 195h in order that he might prepare for his departure. The leave of absence was granted by the committee.

The problem of locating a qualified candidate to succeed Noboru Honda was discussed. Due to the importance of the position and to the urgent need of filling the post, Mr. Tsutomu Obana, candidate for the position of Personnel Director, was recommended as Educational Director; the position of Personnel Director to be filled at a later date. The recommendation will be presented at the Board of Directors' meeting.

The Executive Secretary presented a letter from the Minidoka Cooperative, requesting 25 additional copies of the minutes of the Salt Lake City conference. It was decided that we are not in a position to supply additional copies and that the request therefore be denied on grounds of unavailability.

A memorandum from Harry Mayeda, President of the Community Council, to the General Manager and his assistant was read. Mr. Mayeda requested permission for the Girl Reserves of the Project to conduct a project-wide doughnut sale on March 20th in order to establish a small working fund. In the event permission is granted, the management was requested to refrain from selling doughnuts at its canteens on that date.

The members felt that such requests should be discouraged due to the undesirability of setting a precedent, but in view of the fact that application had already been made by the Girl Reserves, permission in this instance was granted conditionally.

The possibilities of manufacturing tofu and doughnuts on the project were discussed. The matter was tabled pending further study and investigation.

The General Manager reported his findings following a recent recommendation for the delivery of newspapers to barracks of subscribers. In view of the small margin of profit realized from the sale of papers, the profit would be absorbed in wages for their delivery. The possibility of obtaining the project mail service for delivery of block lots to the Block Managers' offices was discussed as a means of eliminating delivery expenses. Mr. Ikegami was requested to make further investigations.

Mr. Ikegami informed the Committee that the buyers in the various departments had recommended gradual increases in mark-up of prices. The departments, present percentage of mark-up, and recommended increases are as follows:

Department	Present Percentage of Mark-Up	Recommended Increase
Hardware	20% - 25%	5%
Groceries	10%	Gradual
Drugs	20%	5%
Dry Goods	20% - 25%	To 30%
Sport Goods	20%	5%
Fruits	10%	Gradual
Cigarettes & Tobacco		No increase

The schedule of increases in mark-up percentages was approved by the committee, and the buyers were to be instructed to effect the increases.

It was revealed by Mr. Ikegami that the Bank of America agent will be unable to come to the project for one month, resuming business on April 6. This temporary suspension of business is creating a problem in the cashing of personal checks, he stated. Personal checks for small amounts, it was decided, will be cashed by the Co-op check cashing service, provided they are approved by an executive officer and bear his signature. Holders of large checks will be requested to send them through regular collection channels. In this connection it was stated that bad-check insurance is being investigated.

Mr. Ikegami informed the committee members that the method by which patronage records will be kept in the future, i.e., by scrip or by cash register stubs, must be determined in order that others may be placed beforehand. Various problems and difficulties involved in both systems were discussed. No decision was made; the matter will be taken up for further discussion at a later date.

Mr. Sugimoto stated that heretofore all wholesale business has been carried on a cash-and-carry basis. He recommended that the Co-op investigate possibilities of obtaining a letter of credit from its bank on average balances maintained by the Co-op, thereby facilitating payment delivery of orders. Mr. Elberson will be requested to make negotiations with the Bank of America in our behalf.

On recommendation of the Committee on Committees, each committee, ward, and Board of Directors meeting will be supplied with a package of crackers to be served as refreshments. A supply of cups and other necessary utensils for serving refreshments will also be kept at the Central Office for use at meetings held there.

As there was no further business, the meeting was adjourned at 3:15 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary

MINUTES OF MEETING OF EXECUTIVE COMMITTEE
OF THE
TULE LAKE COOPERATIVE ENTERPRISES, INC.

March 25, 1943

A meeting of the Executive Committee of the Tule Lake Cooperative Enterprises, Inc., was held at Building 708 on March 25, 1943, at 10: 40 A.M. In the absence of the President, Vice-President S. Kubo presided.

There were present: Messrs. S. Kubo, K. Sugimoto, Y. Shibata, and T. Kawasaki.

The minutes of the previous meeting held on March 16, 1943 were read and approved as read.

The Executive Secretary presented a letter received from the Tule Lake Union Church with regard to arrangements for the exchange of scrip for cash. The letter stated that they have been receiving more and more scrip in their offerings and that they were desirous of making some arrangement with the Co-op for converting scrip so obtained into cash.

The matter was discussed in general; it was pointed out that other churches and organizations will be faced with the same problem, and that some definite policy should be set. Converting scrip into cash will entail undesirable complications: The scrip received in exchange will have to be sold once more, and in so doing, credit for purchases will have been given twice on the same scrip. As a result patronage refunds will be doubled on that amount.

It was felt by the members present that such a practice would be unfair to the membership as a whole. A letter presenting our reasons for our inability to comply with their request and informing them of the availability of small change at the Bank will be sent to the Church.

The Executive Secretary informed the Committee that the following requests for discounts on quantity orders and other requests as listed had been forwarded to him:

Buddhist Group: Storage overnight on April 3,
at Canteen #3 of ice cream to be served to 400 Sunday School
students on Sunday morning, April 4.

Recreation Department employees: Request for
discount on refreshments to be served at a party
for Mr. C. Carter of the Administrative Personnel.

Y.P.C.C.: Request for discount on refreshments
to be served to approximately 600 people.

Downbeats (Dance band under Recreation Department): Request for discount on uniforms to be ordered through Sears Roebuck mail order.

5 Tri-State Coed Girls: Request for permission to sell ice cream at the Boxing Tournament to be sponsored by the Recreation Department on March 27th and 28th. The sale of ice cream will be in addition to the sale of peanuts already arranged by the group.

The request of the Buddhist group for overnight storage of its ice cream order was granted. They will be requested to have a group of three or four members accompany the store manager to pick up the ice cream in order to avoid any possible misunderstanding.

In accordance with the donation policy recently adopted by the Co-op, the foregoing requests for discount will be returned to the applicants for written recommendations from the respective division or section heads in behalf of the applicants. Departments whose requests will be considered are the Recreation, Education, Social Welfare, and Hospital. In addition, requests made by religious organizations will also be considered.

Requests duly recommended will be accepted by the Executive Secretary, and upon approval will be forwarded to the General Manager. The rate of discount to be granted in each instance will be left to the discretion of the General Manager.

Mr. Harry Mayeda, who called upon the committee at this point, agreed with the committee that its proposed procedure was fair and that he would cooperate with it by thoroughly considering each request presented to him before recommending it for approval by the Co-op.

An announcement of the Red Cross Membership Drive to be conducted in the Project from March 29th to April 3rd was made by Mr. Mayeda, who requested permission to place posters publicizing the drive in the canteens. Permission was granted.

To prepare for similar requests in the future, a procedure for the procurement of permission to post placards in the canteens was established. Hereafter all such requests will be taken by the Executive Secretary who will then, upon approval of the material, forward them to the General Manager for distribution to the stores.

Yoshimi Shibata informed the Committee that the Co-op had been requested by the Red Cross chapter in the Project to conduct a membership drive among the Co-op employees in line with its campaign calling for drives in each division rather than a house-to-house campaign.

He added that James Nakagawa, Louis Oki, and he had been appointed to take charge of the drive in the Co-op. The membership drive was approved.

The Executive Secretary informed the committee that in accordance with the instructions of the Board of Directors, he had sent a letter to Mr. N. Nakamura, notifying him of the Board's decision to allow him until April 5th to dispose of his sewing machine supplies.

Mr. Shinowara's request for a change from \$25.00 to \$100.00 as the limit in amount of personal checks to be cashed by the Co-op was presented. It was the opinion of the Committee that the increase would entail too great a responsibility for the officer endorsing the check, and the limit was therefore left unchanged.

The presence of the Board of Directors as spot-checkers during the inventory to be taken on March 31st was announced as optional. The Executive Secretary stated that the Ward Chairmen had been requested to assist the Auditing and Management Committee members.

Mr. Sugimoto brought up the matter of possible losses which the Co-op may suffer in connection with the acceptance of scrip for Sears Roebuck mail orders. He stated that the Co-op is receiving a 5% commission on the orders. On the present estimated net profit of 9.4%, approximately 5% or 6% will be returned to the members as patronage refunds. At that rate, he added, the Co-op will be transferring profits derived in other departments to the mail order department to offset the loss incurred there, decreasing the combined net profit. Mr. Sugimoto revealed that a similar situation exists in the Tobacco Department. After much discussion, the matter was referred to the Management Committee.

There being no further business, the meeting was adjourned at 12:10 P.M.

Respectfully submitted,

T. Kawasaki (sgd)

Executive Secretary