

Philadelphia, Pa.,
March 29, 1943.

At a regular meeting of the Directors of John T. Lewis & Bros. Company, held this day at their offices in the Widener Building, there were present:

Edward F. Beale, Chairman of the Board
J. W. Gardiner, President
S. French Reeves, Vice President
A. M. Wilson, Vice President
Leonard T. Beale, Director

The meeting was called to order by Mr. Edward F. Beale, who presided, and Mr. A. M. Wilson reported the minutes of the meeting.

The minutes of the meeting of March 22, were read and approved.

Mr. Gardiner stated that Mr. August Weill's visit to our Metal Department last week had been satisfactory and that a report of his findings and suggestions would be forwarded to us in due course.

Mr. Gardiner outlined a letter received from Mr. Reichhard, dated March 26, involving the company's attitude on requests for extra pay in lieu of vacations from our personnel. On a motion made by Mr. Gardiner and seconded by Mr. Reeves, it was resolved to grant extra pay in lieu of vacations during the year 1943, only, at the discretion of Mr. Reeves and the factory management group.

Mr. Gardiner submitted a memorandum on unpaid consignment accounts for the month of March, indicating there were only seventeen delinquent accounts, totaling approximately \$800.00.

Mr. Reeves requested, and received approval of operating the factory garage at night to the extent necessary to maintain the appearance of Lewis trucks. This request was on the basis that our trucks are in continuous operation during the day and that no time was available in which to properly wash and otherwise service the equipment.

Upon a motion made by Mr. Reeves and seconded by Mr. Gardiner, it was decided to apply for an appropriation of \$8,500.00 to cover additional heat bodying Linseed Oil equipment and installation of it. This additional equipment will double our heat bodying capacity which is most advisable in view of the shortage of Linseed Oil for the protective coating industry.

Mr. Reeves requested, and was granted permission to open a ration coupon bank account with the Pennsylvania Company, in order to provide for the requirements of our factory cafeteria.

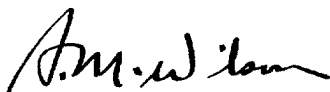
Mr. Reeves presented a request from Mr. H. T. C. Palmer, Assistant Comptroller, for permission to have Miss Eleanor Eddowes and Mr. Louis Chauncey attend the International Business Machine Company's school at Endicott, New York, for a two-week period in April and May. Mr. Chauncey will attend in April and Miss Eddowes in May. This is on the basis that our only expense will be railroad fare to and from Endicott, amounting to \$25.00 each, and the salaries of these two employees while they are attending the school. All expenses at Endicott will be paid by

the International Business Machine Company. Approval of this request was unanimously given.

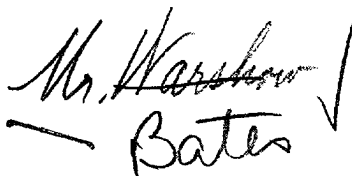
The Board took cognizance of the report made by Mr. Reeves on the very admirable record of attendance that has just been accomplished by Mr. Charles Leonard, night watchman at our factory. Mr. Leonard has completed six years of service, during which he had a perfect record in the performance of his duties.

Mr. Wilson submitted the regular weekly report of shipments for the period ending March 26.

There being no further business, upon motion the meeting adjourned.



A. M. Wilson, Acting Secretary.


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