

# UNIVERSITY of PENNSYLVANIA

PHILADELPHIA 19174

*Department of Chemical & Biochemical Engineering*

TOWNE BUILDING D3  
Area Code 215—243-3351

January 13, 1977

TO: Robert Lackmeyer  
Sigmund J. Lawrence  
Robert L. Morris  
Herbert Owens  
Vernon J. Sterba  
Charles H. Ware, Jr.

FROM: Warren D. Seider

SUBJECT: MCC Budget for 1977

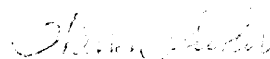
Attached is the Budget I was requested to prepare. Note that the estimate for the January Newsletter should be accurate. The next two Newsletters will probably be less than 16 pages and somewhat cheaper to print and mail.

Last year, out-of-pocket expenses for Charlie Ware were \$294. I have assumed that this year's officers will not require as much support, since we are each associated with a large company or university.

Will we distribute 2,000 copies of the Division Flyer? If not, this figure should be adjusted.

Please notify me if you have any comments by January 26 so that I can forward them with a "Final Budget" to the Formation Committee by January 31.

Sincerely,



Warren D. Seider  
Associate Professor

WDS:nc

MACHINE COMPUTATION COMMITTEE BUDGET

January 1, 1977 - December 31, 1977

January Newsletter (16 pages)	600
Division Newsletter (Vol. 1, No. 1)	500
Division Newsletter (Vol. 1, No. 2)	500
Division Flyer - Printing (2,000 copies) (Mailed with Newsletter)	200
Officer Election	
Ballots mailing	300
Counting	100
Officers' Expenses (Out-of-pocket)	150
Coffee	<u>30</u>
	\$2,380