Minutes of meeting of the Board of Trustees of the Bowling Green State Normal College held at the Boody House, Toledo, Ohio, on the evening of Tuesday, May 25th, 1915.

Present: President Collins, Secretary J.E. Shatzel and Wm. B. Guitteau. Absent: John Begg and J. D. McDonel.

President H. B. Williams also present. The Architects, Howard & Nerriam, were represented by Fr. Edwards and Lyman Strong. Carl Steinle was present representing the Steinle Construction Company and Receiver C.G. Taylor representing The Lake Erie, Bowling Green & Napoleon Railway Company.

Reading of minutes of previous meeting dispensed with.

Estimate No. 19 of the Steinle Construction Co. for work done in construction of Normal School building, amounting to $5463.50, duly certified by Howard & Nerriam, Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that said Estimate No. 19 of the Steinle Construction Co. amounting to $5463.50, be allowed on the recommendation of the Architects and paid from fund for "Construction Normal School Building" but payment not to be made until the Secretary shall have satisfied himself, by written statement or otherwise, that the material-men are being paid. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Nerriam, Architects, for their fee of 2% of Estimate No. 19 issued to the Steinle Construction Co. amounting to $86.43 and being the balance due said Architects on this contract was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Nerriam, Architects, being the balance on this contract, amounting to $86.43 be allowed and paid from fund for "Construction of Normal School Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 3 of the Steinle Construction Co. for work on the completion of the fourth floor of the Administration Building, amounting to $2185.00, duly certified by the Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that said Estimate No. 3 of the Steinle Construction Co. amounting to $2185.00, be allowed on the recommendation of the Architects, and paid from fund for "Completing Administration Building" but payment not to be made until the Secretary shall have satisfied himself, by written statement or otherwise, that the material-men are being paid. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Nerriam, Architects, for their fees of 2% of Estimate No. 3 issued to the Steinle Construction Co. amounting to $43.70 was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Nerriam, Architects, amounting to $43.70, be allowed and paid from the fund for "Completing Administration Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 5 of the Steinle Construction Co. for work on the extension of the Auditorium, amounting to $175.75, duly certified by Howard & Nerriam, Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above Estimate No. 5 of the Steinle Construction Co. amounting to $175.75 be allowed on the recommendation of the Architects and...
paid from the fund for "Completing Administration Building" but payment not to be made until the Secretary shall have satisfied himself, by written statement or otherwise, that the material-men are being paid. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

No application for fee from the Architects, the same having been paid in full upon the work.

Estimate No. 17 of the Steinle Construction Company for work on the "Women's Dormitory contract, amounting to $3094.15, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above estimate No. 17 in favor of the Steinle Construction Co. for $3094.15 be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund designated as "Maintenance F-10", but the Secretary is to satisfy himself, by written statement or otherwise, that the material-men are being paid.


President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 17 issued to the Steinle Construction Co., amounting to $61.88, was presented for allowance and payment.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Merriam, amounting to $61.88 be allowed and paid from the fund designated as "Maintenance F-10". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 5 of the Steinle Construction Co. for work on the construction of the Science and Agriculture Building contract, amounting to $9910.00, duly certified by Howard & Merriam, Architects, was presented for allowance and payment.

Moved by Guitteau and seconded by Shatzel that the above estimate No. 5 in favor of the Steinle Construction Co. and amounting to $9910.00 be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund for "Building for Science & Agriculture", but the Secretary is to satisfy himself, by written statement or otherwise, that the material-men are being paid. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 5 issued to the Steinle Construction Co., amounting to $198.20, was presented for allowance and payment.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Merriam, amounting to $198.20 be allowed and paid from fund for "Building for Science & Agriculture". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 6 in favor of The Bryce Heating & Ventilating Company for work done on the heating and ventilating contract in the Administration building, amounting to $1144.75, duly certified by Howard & Merriam, Architects, was presented for allowance and payment.

Moved by Guitteau and seconded by Shatzel that the above estimate No. 6 of The Bryce Heating & Ventilating Co., amounting to $1144.75, be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund for "Completing Normal School Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 6 issued to The Bryce Heating & Ventilating Co., amounting to $30.45, was presented for allowance.

Moved by Guitteau and seconded Shatzel that the above claim of Howard & Merriam, Architects, amounting to $30.45, be allowed and paid from the fund for "Completing Normal School Building".

President Collins declared motion carried.

Note: By error the above estimate No. 6 of the Bryce Heating & Ventilating Co. was presented for $1522.82 instead of $1144.75 and the Architects fees were allowed on the basis of $1522.82 and are therefore subject to correction hereafter.

Estimate No.7 of The Huffman-Conklin Co. for work on the contract for completing Administration Building plumbing, amounting to $1615.00, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above estimate No.7 in favor of The Huffman-Conklin Co., amounting to $1615.00, be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund for "Completing Administration Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 7 issued to The Huffman-Conklin Co. amounting to $32.30 was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Merriam, Architects, amounting to $32.30, be allowed and paid from the fund for "Completing Administration Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No.4 in favor of The Huffman-Conklin Co. for work on contract for plumbing in Science & Agriculture Building, amounting to $3491.25, duly certified by Howard & Merriam, Architects, was presented for allowance and payment.

Moved by Guitteau and seconded by Shatzel that the above estimate No. 4 of The Huffman-Conklin Co., amounting to $3491.25, be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund for "Science & Agriculture Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 4 issued to The Huffman-Conklin Co. and amounting to $69.82 was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Merriam, Architects, for $69.82, be allowed and paid from the fund for "Science & Agriculture Building". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Estimate No. 3 in favor of Fitzpatrick & Hoepfner for work on the power building contract amounting to $10212.50, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above estimate No. 3 of Fitzpatrick & Hoepfner, amounting to $10212.50, be allowed on the recommendation of Howard & Merriam, Architects, and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

The claim of Howard & Merriam, Architects, for 2% of estimate No. 3 in favor of Fitzpatrick & Hoepfner, amounting to $204.25, was presented for allowance.

Moved by Guitteau and seconded by Shatzel that the above claim of Howard & Merriam, Architects, amounting to $204.25, be allowed and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.
The following accounts were presented by President H.B. Williams for allowance and payment, to-wit:-

<table>
<thead>
<tr>
<th>Account Holder</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.E. Shatzel</td>
<td>Bowling Green, Ohio</td>
<td>$26.52</td>
</tr>
<tr>
<td>The Hankey Lumber Co.</td>
<td>Bowling Green, Ohio</td>
<td>$668.07</td>
</tr>
<tr>
<td>The Hankey Lumber Co.</td>
<td>Bowling Green, Ohio</td>
<td>$220.50</td>
</tr>
<tr>
<td>A. Proven &amp; Co.</td>
<td>Bowling Green, Ohio</td>
<td>$2.37</td>
</tr>
<tr>
<td>The T &amp; O.C. Ry. Co.</td>
<td>Bowling Green, Ohio</td>
<td>$41.67</td>
</tr>
<tr>
<td>Campbell Bros.</td>
<td>Bowling Green, Ohio</td>
<td>$868.47</td>
</tr>
<tr>
<td>The Baker &amp; Taylor Co.</td>
<td>New York City, N.Y.</td>
<td>$86.36</td>
</tr>
<tr>
<td>The Baker &amp; Taylor Co.</td>
<td>New York City, N.Y.</td>
<td>$143.00</td>
</tr>
</tbody>
</table>

The following accounts were presented by President H.B. Williams and Secretary J.E. Shatzel with power to act. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

It was the sense of the Board that President H.B. Williams and Secretary J.E. Shatzel go to Columbus, Ohio, on Wednesday morning May 26th, to present the requirements of the Bowling Green State Normal College before the Senate Finance Committee and also to consult the Attorney General with reference to the light and power contract and said Williams and Shatzel agreed to go.

The Secretary presented and read a letter from Howard & Herriam, Architects, as follows:-

Howard & Herriam
Columbus, Ohio May 13, 1915.

Mr. J.E. Shatzel,
Bowling Green, Ohio.

Dear Sir:-

We are in receipt of your favor of the 10th, relative to the sewer work at Bowling Green, and am sending a copy of same to the Huffman-Conklin Company with instructions to remedy this defect.

We have this day again written the Steinle Construction Company relative to the opinion of the Board also have written Mr. Strong asking him to exert every possible influence in connection with the Dormitory and Administration Building.

We are in receipt also of your favor calling our attention to the Bond as Architects on the Bowling Green Normal School work. In view of the fact that the greater part of our contracts with your Board are nearing completion it seems to us that the Bond which we have furnished should be reduced at least one-half.

In view of the fact that we are the only Architects at present in the State furnishing such a Bond it would seem to us that the above suggestion is a fair one.

Kindly let us hear from you in this connection.

Very Truly Yours,

Howard & Herriam, Architects,
(Signed) By C.D. Howard.

Moved by Guitteau and seconded by Shatzel that Howard & Herriam, Architects, be required to renew their Bond to the Board of Trustees and include within its protection the Power Building now being built on the Normal College property. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.
The Secretary presented and placed on file the following statement of R.W. Treber, to-wit:-

R.W. Treber in account with the Trustees of B.G. Normal School.

1915

Apr. 22. A. Simmons Rent to May 8 10.00... May 17 By Amt. to bal. 22.00
May 12 Kilgore cow passes 2.00
Apr. 22 Fay 8 10.00
May 17 A. Simmons rent to June 8 10.00

1915

May 17 To Amt. to bal. $22.00 May 17 By Check to McDonel $22.00

The Secretary presented and read the following letter from the State Board of Health in regard to the sewer on the Normal College property, to-wit:-

State Board of Health

Columbus, Ohio, May 24, 1915.

Mr. O.D. Howard,
Howard & Merriam, Architects,
8 East Broad Street,
Columbus, Ohio.

Dear Sir:-

I beg to acknowledge receipt of your letter of May 22nd, also inclosed copy of Mr. Wolfe's letter of May 21st, with reference to the sewer construction for the Bowling Green State Normal School.

At the time this department was asked to examine the sewer in question, in April 1915, we advised the authorities of the State Normal School that we could not be of assistance in the question of settlement with the contractors.

We, however, desired to acquaint ourselves with the sewerage conditions in Bowling Green and the investigation of April 22, 1915, was therefore made. No attempt was made to determine the quality of construction work on the sewer of the institution, but as stated in our letter of May 1st, which is referred to, it appeared that an unusual leakage of ground water was taking place. There was some uncertainty as to the source of this water and our engineer did not determine that it was leakage into the sewer. At the time of the investigation it was suggested that the flow in the sewer might be due to some drainage reaching it, but as was stated above, it was not our object to determine the quality of construction work on the sewer and no attempt was made to ascertain the details.

I note the statement contained in Mr. Wolfe's letter of May 21st, to the effect that the flow was due to drainage from the Science Building. If this was the case, it may account for the flow noted by our engineer and the construction of the sewer may, therefore, be entirely satisfactory.

I trust that you will understand our position in this matter and will realize that we cannot be called upon to pass upon the contractors' work in the capacity of consulting engineers. If, however, our previous communication of May 1st, has caused an injustice to the contractors of this work, I trust that the matter will be satisfactorily adjusted.

Yours truly,

E.F. McCampbell
Secretary and Executive Officer.

Copy to Mr. A.D. Wolfe,
The Huffman-Conklin Co., Columbus, Ohio.

Copy to Mr. J.E. Shatzel,
Bowling Green, Ohio.

No action was taken.

The Secretary made full report as to the purchase of the Frank L. Deffenbaugh property, known as part of Out lot 97, Bowling Green, Ohio, and submitted his correspondence which was as follows, to-wit:-

State College
Bowling Green, Ohio

May 12, 1915.

Hon. A.V. Donahue,
Columbus, Ohio.

Dear Sir:

The Board of Trustees of the Bowling Green State Normal College has purchased part of Out lot No. 97, in Bowling Green, Ohio, and the Abstracts of Title have been examined and approved by the Attorney General of Ohio. The Board of Trustees accordingly has issued its voucher for the purchase of said property, to-wit: $3600.00. I hereby hand you the Abstract for your file and also the voucher for $3600.00 and will ask you to send your warrant for same to me, as Secretary of the Board. I will then get the deed and have it recorded and promptly send it to you immediately after it has been recorded.

If there is anything wrong with this procedure let me know at once.

Yours very truly,

J.E. Shatzel
Sec'y Board of Trustees.

Department of Auditor of State.

Columbus

May 13, 1915.

Mr. J.E. Shatzel,
Sec'y. Ed. of Trustees,
Bowling Green State Normal College,
Bowling Green, Ohio.

Dear Sir:

Your favor of the 12th inst. with abstract of title of part of outlot #97 together with your voucher to Frank L. Deffenbaugh for $3600.00, received, and in reply will say that it is the rule of this department not to issue
warrants for the purchase price of real estate purchased for the state, until the deed therefor together with the opinion of the attorney general approving the title thereto, is filed in this office.

I am therefore returning your voucher herewith. Upon receipt of the deed and the opinion of the attorney general, as mentioned above, we will promptly honor the voucher for the purchase price. Yours very truly,

A.V. Donahey, Auditor of State
By V.H. Mowls
Chief Clerk

State Normal College
Bowling Green Ohio
May 14, 1915.

Hon. A.V. Donahey,
Auditor of State,
Columbus, Ohio.

My Dear Sir:

I am in receipt of your letter of the 13th. inst. concerning the Frank L. Deffenbaugh property here which has been purchased by the Board of Trustees of the Bowling Green State Normal College.

I note your suggestion as to the requirements of your office and here-with hand you the Opinion of the Attorney General of Ohio and the deed for the property, which deed has been approved by the Attorney General.

I also return to you the voucher for $1600.00 and hope that we may speedily close this matter.

With respect to taxes and assessments our agreement with Mr. Deffen-baugh is that he shall take care of the last half of 1914, payable in June of this year, and we take care of 1915 and thereafter.

Yours very truly,
J.E. Shatzel
Sec'y. Board of Trustees.

Department of Auditor of State
Columbus
May 20th, 1915.

Mr. J.E. Shatzel
Secy. Board of Trustees
Normal College Bowling Green O.

Dear Sir

Yours of the 18th inst. recd., also deed from Frank L. Deffenbach and wife to the State of Ohio, for part of Out Lot No. 97, in the City of Bowling Green O.

Yours truly,
A.V. Donahey
(By O.H.-Land Clerk) Auditor of State

And the Secretary also presented the tax receipt as follows, to-wit:-

No. 2077 Treasurer’s Office, Bowling Green, Wood County, Ohio.

Received of Frank L. Deffenbaugh the Last Half Taxes charged on the Duplicate of 1914, on the following described property:

<table>
<thead>
<tr>
<th>R. T. S.</th>
<th>Descriptive Remarks</th>
<th>Acres</th>
<th>Value</th>
<th>Special Rate</th>
<th>Dolls. Cts.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlot 97</td>
<td>Secor B. Green</td>
<td>1850</td>
<td>2.65</td>
<td>9</td>
<td>19.30</td>
</tr>
</tbody>
</table>

H.J. Rudolph, Treasurer.

Moved by Shatzel and seconded by Guitteau that the meeting adjourn to meet at Bowling Green, Saturday, June 5, 1915, at one o’clock, P.M. Voting Aye: Collins, Guitteau, Shatzel. Nays, none.

President Collins declared motion carried.

Meeting adjourned.