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Board of Trustees Meeting Minutes 1915-11-20

Bowling Green State University

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Minutes of meeting of Board of Trustees of the Bowling Green State Normal College held at Administration Building, on Saturday, November 20th., 1915.

Present: Vice President J.E.Collins, Secretary J.S. Shatzel, Edward H. Ganz. Absent: Treasurer J.D. McDonel, Wm. E. Guitteau.

President H.B. Williams also present.

Edward H. Ganz presented his commission as a member of said Board of Trustees for the unexpired term of John Beggs, ending May 17, 1920.

Minutes of previous meeting read and approved.

President Williams read a letter which he had written to Howard & Merriam, Architects, with regard to the doors and curtains in the Dormitory Bath rooms.

Moved by Shatzel and seconded by Ganz that President Williams be asked to communicate with Howard & Merriam, Architects, along the lines indicated in said letter. Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.

Moved by Shatzel and seconded by Ganz that Howard & Merriam, Architects, be notified to have a final inspection made by State authorities of the Dormitory and Administration Buildings at once so that settlement can be made with the contractors. Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.

Moved by Ganz and seconded by Shatzel that Howard & Merriam, Architects, be notified to make definite disposition of the matter of raising a certain floor in the Science & Agriculture Building and notify the Board of Trustees and The Steinle Construction Company of their decision at the earliest possible date. Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.

Secretary Shatzel prepared and read the following letter, addressed to Howard & Merriam, Architects, with respect to the subjects mentioned above, to-wit:-

State Normal College
Bowling Green, Ohio
Nov. 20th, 1915.

Howard & Merriam,
Columbus, Ohio.

Gentlemen:

At the meeting of our Board today I was directed to write you concerning final inspection of the Dormitory and Administration Buildings, as Mr. Steinle claims they are completed and desires his final estimates. Take this matter up with whatever department of the State that makes inspection of public buildings and let us know results soon as possible. You will understand, of course, that these buildings must be completed according to your plans and specifications and the Board will want the protection of your O.K. as well as that of the State Department. The Board desires you also to determine definitely what is to be done about the floor in the Science & Agriculture Building which has to be raised. Please attend to this at once.

On Monday, Dec. 6th., the Board will meet at the Neil House, Columbus, at 9 A.M., and would request that you attend this meeting.

Yours very truly,
J.E. Shatzel.
Secretary.

Estimate No. 9 in favor of Fitzpatrick & Hoepfner for work on contract for Power house and tunnel system, amounting to $1591.25, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by Shatzel and seconded by Ganz that the above estimate No. 9 in favor of Fitzpatrick & Hoepfner, amounting to $1591.25, be allowed on the recommendation of the Architects, and paid from the fund designated as "Maintenance F-10". Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.
The claim of Howard & Merriam, Architects, for 2% of estimate No. 9 in favor of Fitzpatrick & Hoepfner, amounting to $31.62, was presented for allowance.

Moved by Shatzel and seconded by Canz that the above claim of Howard & Merriam for $31.62 be allowed and paid from the fund designated as "Maintenance F-10". Voting Aye: Collins, Canz, Shatzel. Nays, none.

Motion declared carried.

President Williams presented the following pay roll for one half month ending Nov. 15th, 1915, the same being presented at this time to establish a uniform date of payment of the employees in the institution, to wit, the fifteenth of each month.

R.W. Treber  Supt. Buildings & Grounds  $37.50
Baron Griffith  Clerk  Stenographer  11.25
Donald Warner  Janitor  25.00
C.C. Fortney  Engineer  37.50
C.E. Fortney  Fireman  25.00
Floyd South  Farm Laborer  25.00

Moved by Ganz and seconded by Shatzel that the above pay roll be allowed and paid from the funds respectively provided therefor, fund designation to be made by President Williams. Voting Aye: Collins, Canz, Shatzel. Nays, none.

Motion declared carried.

President Williams presented the following bills for allowance, to wit:-

1914 Appropriations
The Echanus-Troup Co., Toledo, Ohio. Equipment  $51.60
Ohio State Reformatory, Mansfield, Ohio. Equipment  457.00
A.C. McClurg & Co., Chicago, Ill. Equipment  2.68
A. Froncy & Co., Bowling Green, Ohio. App. for Agriculture, etc. Domestic Science Dry Goods  37.05
Birkmayer-Rodemich-Shovel Co., Toledo, Ohio. App. for Agriculture, etc. Domestic Science Kitchen Utensils  473.53

Short Budge Appropriations
Bausch & Lomb Optical Co., Rochester, N.Y.
-8 $53.34
-8 206.95 Microscopes, slides, etc.  260.32
E. Osborne, Bowling Green, Ohio. Standard Sewing Machine Supplies  80
Ohio State Reformatory, Mansfield, Ohio.
-8 Office Furniture  105.00
The Echanus-Troup Co., Toledo, Ohio.
-8 Display Case  40.00
Ohio State Reformatory, Mansfield, Ohio.
-8 Furniture for Dormitory  1256.90
The Geinike Construction Co., Fremont, Ohio.
-8 Stage Decoration, Oak Panel Wood  97.62
Clayton F. Summy Co., Chicago, Ill.
-8 Fuel  10.35
E. H. Ries, Bowling Green, Ohio.
-8 Office Supplies  38.30
F.W. Frieur, Bowling Green, Ohio.
-8 37.60 Cans, Pails, etc.  50.52
Central Scientific Co., Chicago, Ill.
-8 240.09 Physics, Chemistry Apparatus & Agriculture Supplies 780.88
Rand, Holmley & Co., Chicago, Ill.
-8 Maps  72.00
F.A. Keil Lumber Co., Bowling Green, Ohio.
-8 - Other Improvements on President's Home. Hinging Screens  12.42

1915-1916 Appropriations
The Royle & Coon Grain Co., Bowling Green, Ohio.
-2 Corn, Rye, etc.  20.80
J.W. Long Co., Bowling Green, Ohio.
-2 Meat Scrap, etc.  1.75
Charles South, Dunbridge, Ohio.
-2 Oats  56.76
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Ohio State Reformatory, Mansfield, Ohio.  C-4
Catalog Envelopes  10.15

The Democrat Co., Bowling Green, Ohio.  C-4
Postcards, trimmngs, books, etc.  4.50

H.E. Williams, President, Bowling Green, Ohio.  C-4
Pins & Postage  2.61

The Johnston-Evans Co., Columbus, Ohio.  C-6
Raffia, needles, etc.  9.06

The Democrat Co., Bowling Green, Ohio.  C-8
Cards  6.00

Ladd & Adams, Bowling Green, Ohio.  C-8
Chalk and Erasers  1.35

The Sentinel Tribune Co., Bowling Green, Ohio.  C-4
Typewriter paper, programs, etc.  17.05

The Hardy & Dischinger Co., Toledo, Ohio.  C-11
Engineer's Supplies  27.62

F. A. Keil Lumber Co., Bowling Green, Ohio.  E-1
Postcards, trimmngs, sets, etc.  5.15

Bill Qunit, Bowling Green, Ohio.  E-1
Ash scraper, scraper, etc.  9.75

The Hardy & Dischinger Co., Toledo, Ohio.  D-3
Engineer's Supplies  17.87

The Brownell Co., Dayton, Ohio.  D-1
Shaking Gates, Distance Pieces  31.40

American Book Co., Cincinnati, Ohio.  E-6
Books  22.23

Fred Pedart Mfg. Co., St. Louis, Mo.  E-8
Key rings & Brass number tags  23.91

Frank Carr, Bowling Green, Ohio.  F-5
Halter  1.10

F. A. Keil Lumber Co., Bowling Green, Ohio.  E-6
Lumber  16.00

P.J. Davidson, Bowling Green, Ohio.  E-8
Quart Bottles  .30

Phillip C. Hayden, Keokuk, Ia.  E-6
Staff Liners  2.40

H.E. Williams, President  F-6
Transportation  Express charges  22.84

T. & C. Ry. Co., Bowling Green, Ohio.  F-6
Transportation  Freight  12.36

T. & C. Ry. Co.,  F-6
Transportation  Freight  13.87

E.G. Walker, Bowling Green, Ohio.  F-5
Extension Teachers Expense Account  23.35

Hobt. A. Cummings, Bowling Green, Ohio.  F-5
Extension Teachers Expense account  34.30

H.E. Williams, President  F-7
Telephone  5.92

The City Water Co., Bowling Green, Ohio.  F-8
Furnishing and installing meter  101.75

Steinell Construction Co., Fremont, Ohio.  F-9
Moving and placing Furniture  27.75

Nelson R. Swan, Bowling Green, Ohio.  G-3
Paving Service Road to Institution.  486.25

J. H. Wilkins, Bowling Green, Ohio.  P-9
Janitor Service, washing windows  75 hrs. @ 20 cents  15.00

Fred Cook, Bowling Green, Ohio.  P-5
Transportation  Driving & freight  23.85

Voted by Shatzel and seconded by Ganz that the above claims be allowed and paid from the
funds respectively therefor, President Williams to make fund designation. Voting Aye: Collins,
Ganz, Shatzel. Nays, none.

Motion declared carried.

Tr. Steinle, representing The Steinell Construction Company, presented his bills for extras
on the Administration Building.

Voted by Ganz and seconded by Shatzel that these items presented by The Steinell
Construction Company be included with those which must be provided for by the State Emergency Board and that
President Williams and all members of the Board who can do so meet at the Neil House, Columbus,
Ohio, on Monday, Dec. 6th, 1915, at nine o'clock A.M. in regular session for the transaction
of business and for the purpose of presenting in a body, to the State Emergency Board, all

Motion declared carried.

The Secretary was instructed by a unanimous vote to notify all members of this Board and
Howard & Ferris, Architects, of said meeting.
Moved by Ganz and seconded by Shatzel that the Secretary write Howard S. Merrian to figure up the power house stack to ascertain whether or not the same has been constructed according to the specifications. Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.

President Williams reported that State Budget Commissioner E.M. Fullington had visited the institution in person and had made a thorough inspection of the same, with a view to investigating its present needs.

President Williams was requested by the Board to prepare a full and complete statement of all emergency items in proper form for presentation before the State Emergency Board at Columbus.

The Board and President Williams now made an inspection of the work being done by Nelson R. Swan on the service road.

Moved by Shatzel and seconded by Ganz that the Board now adjourn to meet at the Neil House, Columbus, Ohio, on Monday, Dec. 6th., at nine A.M. Voting Aye: Collins, Ganz, Shatzel. Nays, none.

Motion declared carried.

Meeting adjourned.

[Signatures]