Minutes of meeting of the Board of Trustees of the Bowling Green State Normal College, held at the Administration Building, on Saturday, December 18th., 1915, at 2 o'clock, P.M.

Present: Treasurer J.D. McDonel, Secretary J.E. Shatzel and Edward H. Ganz. Absent: Vice President J.E. Collins and Wm. B. Guitreau.

President H.E. Williams also present.

Edward H. Ganz presided.

The reading of the minutes of the last meeting was dispensed with for want of time.

J.D. McDonel reported, on behalf of the committee appointed to purchase light fixtures for the Science & Agriculture Building, that bids were received from The Toledo Chandelier Mfg. Company and The Western Gas Fixture Company, the former bid being $1000 including lamps and the latter being $875.48 without lamps. The Committee recommended acceptance of the bid of The Toledo Chandelier Mfg. Company.

Moved by Shatzel and seconded by Ganz that the report of above committee be accepted and that it be instructed to close a contract with The Toledo Chandelier Mfg. Company, at $1000, for light fixtures for the Science & Agriculture Building and Connecting Corridor. Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

President Williams recommended that liquid shellac filler be substituted for oil filler in finishing of the interior wood work in the Science & Agriculture Building.

Moved by McDonel and seconded by Shatzel that the substitution be made as recommended by President Williams. Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

President Williams paid into the hands of Treasurer McDonel the sum of $573.05, by him received as President of the Bowling Green State Normal College, and also delivered into the
hands of Secretary Shatzel a certificate of deposit for $100 to be paid to Hollinger & Puekrin, or their order, when the farm scales have been properly installed.

Estimate No. 11 in favor of the Steinle Construction Company for work done on contract for construction of Science & Agriculture Building, amounting to $1775.55, duly certified by Howard & Kerriam, architects, was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above estimate No. 11 in favor of the Steinle Construction Company, amounting to $1775.55, be allowed on the recommendation of the Architects and paid from fund for "Building for Science & Agriculture". Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

The claim of Howard & Kerriam, Architects, for 2% of estimate No. 11 issued to the Steinle Construction Company, amounting to $35.52, was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above claim of Howard & Kerriam for $35.52 be allowed and paid from the fund for "Building for Science & Agriculture". Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

Estimate No. 24-Final in favor of the Steinle Construction Company for work on contract for construction of Normal School Building, amounting to $7326.89, duly certified by Howard & Kerriam Architects, was presented for allowance.

In connection with the foregoing estimate the following letter and list of items was submitted, to-wit:

Howard & Kerriam
Architects
Columbus, Ohio
Dec. 17, 1915.

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

Dear Sir:-

Enclosed please find final estimate on Administration Building.
This is issued with the understanding that the items in the list herewith attached are to be promptly completed by the contractor.

Very truly yours,
Howard & Kerriam, Architects.

List of Items Still Incomplete.

(1). Sliding blackboards to be completed.
(2). Bulletin board to be repaired.
(3). Floors to be repaired.
(4). Slate stair treads to be replaced.
(5). Pointing up of brick work to be done.
(6). Telephone system to be finished.
(7). Cupboard on Domestic Science Room to be made as per instructions.
(8). Tile floor in Domestic Science Room to be made as per instructions.

Moved by Shatzel and seconded by McDonel that the above estimate No. 24-Final in favor of the Steinle Construction Company, for $7326.89, be allowed on the recommendation of the Architects, and paid from any fund or funds available, the fund designation to be made by President Williams, and the voucher to be delivered after the said Administration Building is fully completed in accordance with the plans and specifications, the items specified by Howard & Kerriam, in their above letter included. Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

The Architects, Howard & Kerriam, presented no claim for fee under this estimate.

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

1914 Appropriations:

The Toledo Chandelier Co., Toledo, Ohio.
Equipment.
Lighting fixtures & Electric lamps for Administration Building.

Short Budget Appropriations:

The Toledo Chandelier Co., Toledo, Ohio.

Equipment.
Lighting fixtures for Dormitory

20.00
D. D. Dukes, Findlay, Ohio.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estimate on Contracts for Laboratory Equipment</td>
<td>$3500.00</td>
</tr>
<tr>
<td>Periodicals</td>
<td>$199.85</td>
</tr>
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</table>

1915-16 Appropriations.

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Coal</td>
<td>$357.63</td>
</tr>
<tr>
<td>Groceries for Domestic Science Dept.</td>
<td>$1.14</td>
</tr>
<tr>
<td>Groceries for Domestic Science Dept.</td>
<td>$15.35</td>
</tr>
<tr>
<td>Toledo for clock, etc.</td>
<td>$3.10</td>
</tr>
<tr>
<td>Paintings on Gymnasium Floor</td>
<td>$4.00</td>
</tr>
<tr>
<td>Erecting of blackboard in Administration Bldg.</td>
<td>$49.10</td>
</tr>
<tr>
<td>Turnings, files, etc.</td>
<td>$13.70</td>
</tr>
<tr>
<td>Furniture &amp; Equipment</td>
<td>$24.54</td>
</tr>
<tr>
<td>Balance on power wiring for Science Building:</td>
<td>$96.00</td>
</tr>
<tr>
<td>The City Water Co.</td>
<td>$24.25</td>
</tr>
<tr>
<td>Painting outlines on Gymnasium Floor</td>
<td>$29.90</td>
</tr>
<tr>
<td>Removal of blackboard in Administration Bldg.</td>
<td>$18.10</td>
</tr>
<tr>
<td>Removable strips.</td>
<td>$9.15</td>
</tr>
<tr>
<td>Sanitary Work</td>
<td>$3.00</td>
</tr>
<tr>
<td>Erecting of coat racks</td>
<td>$9.50</td>
</tr>
</tbody>
</table>

T. R. Fay Frederick, 128 Lehman Ave., Bowling Green, Ohio.

Incidents of Labor for Sept. 23rd. to Dec. 23rd.


P. T. McDowel, Bowling Green, Ohio.

J. W. Magister, Bowling Green, Ohio.

R. C. Trumbull, Zestoria, Ohio.

F. J. Frey, Bowling Green, Ohio.

J. A. F. Smith, Bowling Green, Ohio.

R. C. Trumbull, Fremont, Ohio.

F. J. Frey, Bowling Green, Ohio.

The Wood County Telephone Co., Bowling Green, Ohio.

The Steinle Construction Co., Fremont, Ohio.

R. C. Trumbull, Bowling Green, Ohio.

Sanitary Work | $2.00 |

H. E. Swan, Bowling Green, Ohio.

G. J. Temporary Walks. Work completed on contract Temporary walk. | $29.20 |

H. E. Swan, Bowling Green, Ohio.

G. J. Paving Service Entrance Road to Institution. Work completed on Service Road | $22.50 |

Moved by F. H. Prieur and seconded by Schatzel that the above claims be allowed and paid from the funds respectively provided therefor, fund designation to be made by President Williams.


Motion declared carried.

Carl Steinle, representing the Steinle Construction Company, filed the following proposition with respect to the hardware for the Science & Agriculture Building and for certain changes in the hardware in the Administration Building, to-wit:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Front doors to have Von Durpin sets in brass.</td>
<td>$3.00</td>
</tr>
<tr>
<td>Outside doors to have brass kick plates outside and black plates inside.</td>
<td>$2.00</td>
</tr>
<tr>
<td>Front doors of Administration building to have brass kick plates both inside and outside.</td>
<td>$2.00</td>
</tr>
<tr>
<td>Cremorne bolt to be removed and brass plated bolt substituted.</td>
<td>$2.00</td>
</tr>
</tbody>
</table>

Moved by F. H. Prieur and seconded by Schatzel that the above claims be allowed and paid from the funds respectively provided therefor, fund designation to be made by President Williams.


Motion declared carried.

Board of Trustees Bowling Green Normal.

Gentlemen:

We hereby agree to furnish and place all hardware in Science Building to be in quality and finish and design the same as Administration Building except the following:

- Front doors to have Von Durpin sets in brass.
- All outside doors to have brass kick plates outside and black plates inside.
- Administration building to have plates removed from front doors and same style plates substituted in brass.
- Front doors of Administration building to have brass kick plates both inside and outside. Cremorne bolt to be removed and brass plated bolt substituted.

No charge for removing and replacing hardware on Administration building for labor.
Carl Steinle, on behalf of the Steinle Construction Company, filed the following list of credits to which the State of Ohio is entitled on account of the change in the Connecting Corridor doors, to-wit:-

The Steinle Construction Co.
Fremont, Ohio.

Cr.-Corridor Frames
2 door frames 6'-0" x 7'-0"/2"Jamb  6.00
2 panels 8'-0" x 6'-10"
Labor  25.6
4 ash 10" x 6'-10"
  2.80
  4.00
  2.00
  14.80

The Secretary read the following letter from Howard & Kerram and the correspondence referred therein, as follows to-wit:-

Howard & Kerram
Architects
Columbus, Ohio.

December 17, 1915.

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

Dear Sir:

Enclosed please find copy of letter this day received from the Fitzpatrick & Hoepfner Company, together with our reply to same.

Very truly yours,
Howard & Kerram, Architects.

December 16, 1915.

Gentlemen: Referring again to the question of furnishing motor for the domestic service pump at Bowling Green Power Plant and your instructions to install wiring for the five motors mentioned in your communication of February 6th, we would say that we have carefully investigated the plans and specifications and bill of material and other communications on file in the office of the Auditor of State and find nothing that would indicate that we are to furnish any of the items in question.

Your instructions under date of February 3rd, 1915 on file at the Auditor's office distinctly says, that the electrical equipment for centrifugal pumps is not to be furnished under this contract.

Under date of June 7th, 1915, we wrote you as follows:

"In accordance with your Mr. Howard's instructions we are writing Trukeever Electric Company, our sub-contractor as per the attached copy".

(Copy of letter of Trukeever Electric Company.)

With reference to your contract for wiring at Bowling Green State Normal College and regarding your letter of April 12th, with reference to the Power wiring, we write to advise that Mr. Howard informed us that he will include this wiring in his specifications for power work to be let later.

In view of these facts we cannot see how you can expect us to furnish any of these items, the 3 h.p. motor for ash hoist and the 3 h.p. motor for water softening machinery are distinct parts of these special apparatus and have been ordered delivered and should be on the ground within the next few days.

As we understand this matter, we have no wiring of any description to furnish or install for power purposes, nor do we furnish any motors in connection with centrifugal pumps.

As we are not in particularly in the electrical business and the State can buy these motors and equipment just as cheap as we could, we see no reason why they should not do so and save the extra expense we would have to add for the handling this work.

We regret that we cannot comply with your order of December 9th, and we are sure that after carefully looking into this matter, you will find that our statement in this matter is correct.

Yours truly,
Fitzpatrick & Hoepfner,
Per (Signed) G.B.Hoepfner.

December 17, 1915.

Gentlemen:

We are in receipt of your communication of the 16th, and in reply would state that we admit the existence of letter dated February 3rd relative to centrifugal pumps. As before stated this letter refers simply to the two large fire pumps, and meant by the electrical equipment only the motors and starters.

Regarding copy of the letter which you quoted as having been sent to the Trukeever Electrical Company, would state we regret the fact that your impression of what would be included in power work to be let later was erroneous.
Would further state that unless you proceed at once with the installation of the work, as per a recent ruling, we shall be compelled to issue notice to the Board, as per Article #5 of the Contract, with suggestion that the Board proceed with the installation of the work in question, deducting cost of same from money due you.

Very truly yours,
Howard & Berriam, Architects.

Moved by Shatzel and seconded by McDonel that this Board now adjourn to meet Saturday, January 8th., 1916, at 10:30 o'clock, A.M. at the Administration Building of the Bowling Green State Normal College. Voting Aye: McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.
Meeting adjourned.

Minutes of meeting of Board of Trustees of the Bowling Green State Normal College, held at the Administration Building, Bowling Green, Ohio, on Saturday, January 8, 1916, at 10:30 o'clock, A.M.

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

President W.E. Williams, C.D. Howard and Carl Steinle also present.

Reading of minutes of previous meeting dispensed with.

J.D. McDonel reported that the committee designated by the Board to purchase light fixtures for the Science & Agriculture Building had closed a contract with The Toledo Chandelier Mfg. Co., of Toledo, Ohio, at $1000, as authorized by the Board at the previous meeting and that the said Chandelier Mfg. Co. had notified the committee that it is ready to proceed with the installation.

Moved by Shatzel and seconded by Ganz that the work of said Committee be approved and that notice be given by said Committee to The Toledo Chandelier Mfg. Co. to proceed with the installation. Voting Aye: Collins, McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.

President Williams reported that it had become necessary to extend the heating system into what is known as a forge room in the Administration Building and that The Bryce Heating & Ventilating Company had agreed to make said installation for $89.00 and that there is a fund available for the purpose.

Moved by Ganz and seconded by Shatzel that President Williams be authorized to contract with The Bryce Heating & Ventilating Company for putting in said extension of the heating system for the sum of $89.00. Voting Aye: Collins, McDonel, Ganz, Shatzel. Nays, none.

Motion declared carried.