5-29-1916

Board of Trustees Meeting Minutes 1916-05-29

Bowling Green State University

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Minutes of meeting of the Board of Trustees of the Bowling Green State Normal College held at the Neil House, Columbus, Ohio, on Monday, May 29th., 1916, convening at 9 o'clock, A.M.

Members present: President E.H.Ganz, Vice President J.H.Collins, Treasurer J.D.McDonel, Secretary J.P.Shatzel, and J.P.Sharkey.

President Williams also present.

Minutes of two previous meetings read and approved.

Mr. Williams made the following statement regarding the progress of work on the plans for the Training School Building since the meeting of the Board of Trustees on April 29th., 1916:

On May 10th between 6 and 7 P.M., Mr. Merriam delivered a copy of the plans and specifications to Mr. Shatzel and myself. Since the preliminary sketch did not show the detailed plan for the basement, this was my first opportunity to carefully check over the lay-out for this part of the building. I found it necessary to suggest the following changes: close two arches between basement corridor and gymnasium with high screened windows, and place double doors in two other arches; extend width of stage three feet in center and place wall at back of stage about fifteen inches to the rear; remove partition shown at north end of playroom in the southwest corner of the basement and put floor in the next room thus making one large room of this part of the basement. Owing to press of other duties, I did not attempt a careful checking of the other parts of the plans until Saturday, May 13th. At this time I discovered such omissions as the following: no floors shown, no sections showing floor construction, no footings, no heights of stories, no door schedule, no corridor steps shown next to Admin. Building, measurements and details not inked on tracing, making same impossible to be read at some places. As a result of these omissions, I called Mr. Ganz and Mr. Shatzel to meet me at Fremont on May 14th. I pointed out these omissions and we decided to place the matter before Mr. Howard. The following day, Mr. Howard, Mr. Ganz and Mr. Shatzel came to the office, I gave Mr. Howard a list of the items not indicated on the plans, and he agreed to complete same and send a copy to me on Saturday, May 20th. This set was received at 6 P.M. on the day mentioned.

On May 21st, Mr. Ganz, Mr. Shatzel and Mr. McDonel came to the office and I discussed with them the plan for a final checking of the new set of plans and the date for the next meeting of the Board of Trustees. I worked on the plans on Monday, May 22nd and found conditions that were not intelligible to a layman, e.g., inconsistent measurements for the height of the basement story. I called in expert assistance and I was convinced that there was danger of misunderstanding on the part of bidders with the plans in the condition in which I still found them. Some floors not intended to be wood were not marked and one floor intended to be wood was marked cement, face brick was not indicated in all rooms and corridors of the basement and first floor and in stair walls, floors of stair landings not indicated, etc.

On Tuesday, May 23rd, I called Mr. Merriam and asked him to come to Bowling Green. He arrived the next evening and he noted on the plans the omissions mentioned above, and we discussed needed modifications in the specifications on pp. 25, 39, 45, and 49 in order to eliminate possible misunderstandings regarding who should construct certain ducts, furnish finished hardware for plumbing fixtures, rooms to have Keene cement, etc. This statement briefly covers the development of the plans since the meeting on April 29th.

President Williams presented a copy of the Summer Term Bulletin and list of instructors with salaries of each, the same being as follows:

<table>
<thead>
<tr>
<th>Instructor</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>G.W.Beattie</td>
<td>$300.00</td>
</tr>
<tr>
<td>Mary T. Chapin</td>
<td>250.00</td>
</tr>
<tr>
<td>E.L.Nessere</td>
<td>270.00</td>
</tr>
<tr>
<td>Sea McCain</td>
<td>85.00</td>
</tr>
<tr>
<td>J.R.Overman</td>
<td>285.00</td>
</tr>
<tr>
<td>E.L.Bosley</td>
<td>300.00</td>
</tr>
<tr>
<td>E.D.Walker</td>
<td>300.00</td>
</tr>
<tr>
<td>L.L.Winslow</td>
<td>285.00</td>
</tr>
<tr>
<td>Earlie E. Simpson</td>
<td>157.09</td>
</tr>
<tr>
<td>P.D.Beyermann</td>
<td>270.00</td>
</tr>
<tr>
<td>C.J.Berry</td>
<td>300.00</td>
</tr>
<tr>
<td>R.A. Cumrine</td>
<td>300.00</td>
</tr>
<tr>
<td>N.Holt</td>
<td>300.00</td>
</tr>
<tr>
<td>W.P.Shae</td>
<td>300.00</td>
</tr>
<tr>
<td>J.R.Talbot</td>
<td>285.00</td>
</tr>
<tr>
<td>E.Weller</td>
<td>300.00</td>
</tr>
<tr>
<td>Wilford M. Alkin</td>
<td>250.00</td>
</tr>
</tbody>
</table>

To the President and Members of the Board of Trustees, 

Gentlemen:

I hereby nominate the following named persons to the position on the summer school staff at the salaries set opposite the name of each. The salaries herein given are for the term of six weeks and are to be paid one-third on July 1st and the remainder on July 28th, with the exceptions of Miss Sea McCain whose nomination is for two weeks and who is to receive $65.00 on July 1st, and Miss Wilford M. Alkin whose nomination is for the full term of six weeks and is to be paid $57.29 on July 1st and $100.00 on July 28th.

June 16, 1916.
Proceedings, Trustees Bowling Green Normal College

Columbus, Ohio, May 29th.

1916

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.L. Clifton</td>
<td>Instructor</td>
<td>$300.00</td>
</tr>
<tr>
<td>Bettie Pohn</td>
<td>Instructor</td>
<td>$150.00</td>
</tr>
<tr>
<td>August P. Compf</td>
<td>Instructor</td>
<td>$200.00</td>
</tr>
<tr>
<td>Erment M. Linton</td>
<td>Instructor</td>
<td>$250.00</td>
</tr>
<tr>
<td>Alma Mann</td>
<td>Instructor</td>
<td>$150.00</td>
</tr>
<tr>
<td>Betty Marker</td>
<td>Instructor</td>
<td>$150.00</td>
</tr>
<tr>
<td>Jessica Marshall</td>
<td>Instructor</td>
<td>$150.00</td>
</tr>
<tr>
<td>Ruth McGann</td>
<td>Instructor</td>
<td>$150.00</td>
</tr>
<tr>
<td>Corna A. Purdy</td>
<td>Instructor</td>
<td>$50.00</td>
</tr>
<tr>
<td>R.W. Solomon</td>
<td>Instructor</td>
<td>$300.00</td>
</tr>
<tr>
<td>Carle C. Warren</td>
<td>Instructor</td>
<td>$250.00</td>
</tr>
<tr>
<td>E.B. Lawrence</td>
<td>Instructor</td>
<td>$200.00</td>
</tr>
<tr>
<td>D.H. Sellers</td>
<td>Instructor</td>
<td>$250.00</td>
</tr>
<tr>
<td>W.J. Starkey</td>
<td>Instructor</td>
<td>$250.00</td>
</tr>
<tr>
<td>Minnie L. Kinker</td>
<td>Instructor and part time</td>
<td>$137.50</td>
</tr>
<tr>
<td>Elfie Alexander</td>
<td>Instructor part time</td>
<td>$137.50</td>
</tr>
<tr>
<td>Lucy Beaham</td>
<td>Instructor</td>
<td>$137.50</td>
</tr>
<tr>
<td>Betelle H. Rich</td>
<td>Instructor</td>
<td>$100.00</td>
</tr>
<tr>
<td>Emma L. Ferguson</td>
<td>Instructor</td>
<td>$100.00</td>
</tr>
<tr>
<td>Ruby Minor</td>
<td>Instructor</td>
<td>$100.00</td>
</tr>
<tr>
<td>Glenn Stafford</td>
<td>Asst. Librarian</td>
<td>$36.00</td>
</tr>
<tr>
<td>Jessie Mercer</td>
<td>Instructor part time</td>
<td>$40.00</td>
</tr>
<tr>
<td>Clara Tangeman</td>
<td>Instructor part time</td>
<td>$30.00</td>
</tr>
<tr>
<td>Mary Beverstock</td>
<td>Instructor part time</td>
<td>$30.00</td>
</tr>
</tbody>
</table>

Total: $8,119.89

Moved by Sharkey and seconded by Collins that the bulletin be approved and placed on file with the Secretary and that the list of instructors be also approved by this Board. Voting Aye: Ganz, Collins, McDonel, Sharkey, Shatzel. Nays: none.

Motion declared carried.

President Williams presented the following certificate from the Ohio Inspection Bureau, to wit:

**Important** - This certificate should be filed with the fire insurance policies.

**OHIO INSPECTION BUREAU**

**APPROVAL CERTIFICATE OF ELECTRIC LIGHT AND POWER EQUIPMENT**

**Womans Dormitory at the State Normal School - Bowling Green, Ohio.** This is to certify that the electrical equipment in the above location on this date has been inspected and found in compliance with the rules and requirements of this Bureau, the same being the National Electrical Code. Any changes or additions made in the equipment without written permission from this Bureau invalidates this certificate.

Date March 2, 1916.

G.L. Eiseltstein, Electrical Inspector.

**OHIO INSPECTION BUREAU**

**Certificate No. 512**

**APPROVAL CERTIFICATE OF ELECTRIC LIGHT AND POWER EQUIPMENT**

**Power House - State Normal School - Bowling Green, Ohio.** This is to certify that the rough wiring of the electrical equipment in the above location on this date, has been inspected and found in compliance with the rules and requirements of this Bureau, same being the National Electrical Code. Any changes or additions made in the equipment without written permission from this Bureau invalidates this certificate.

Date May 10, 1916.

G.L. Eiseltstein, Electrical Inspector.

**OHIO INSPECTION BUREAU**

**Certificate No. 513**

**APPROVAL CERTIFICATE OF ELECTRIC LIGHT AND POWER EQUIPMENT**

**Administration Building - State Normal School - Bowling Green, Ohio.** This is to certify that the rough wiring of the electrical equipment in the above location on this date, has been inspected and found in compliance with the rules and requirements of this Bureau, same being the National Electrical Code. Any changes or additions made in the equipment without written permission from this Bureau invalidates this certificate.

Date May 10, 1916.

G.L. Eiseltstein, Electrical Inspector.

**OHIO INSPECTION BUREAU**

**Certificate No. 514**

**APPROVAL CERTIFICATE OF ELECTRIC LIGHT AND POWER EQUIPMENT**

**Science Building - State Normal School - Bowling Green, Ohio.** This is to certify that the rough wiring of the electrical equipment in the above location on this date, has been inspected and found in compliance with the rules and requirements of this Bureau, same being the National Electrical Code. Any changes or additions made in the equipment without written permission from this Bureau invalidates this certificate.

Date May 10, 1916.

G.L. Eiseltstein, Electrical Inspector.
Moved by McDonel and seconded that said certificates be entered on the minutes. Voting Aye: Ganz, Collins, McDonel, Sharkey, Shatzel. Nays, none.

Motion declared carried.

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

A.E. Avery, Bowling Green, Ohio.
C-9 Fertilizer $286.00
Empire Seating Co., Rochester, N.Y.
E-8 School desks 209.00

1916-16 Appropriations

The Ubiko Milling Co., Cincinnati, O.
C-2 Grain 16.25
E.Jones, Bowling Green, O.
C-3 Coal 470.02
P.W. Davidson, Bowling Green, Ohio.
C-3 Coal 5.00
The Democrat Co., Bowling Green, Ohio.
C-4 Emergency printing - 500 programs 2.00
The Sentinel Co., Bowling Green, Ohio.
C-4 Mimeograph paper, etc. 5.60

Remington Typewriter Co., Toledo, Ohio.
C-4 Typewriter paper 10.00
B.P. Drakenfeld & Co., New York City.
C-8 Lead Glaze and Gum Arabic 2.07
W.W. Rust, Bowling Green, Ohio.
C-8 Erasers and chalk 2.65
The Hanson & Van Winkle Co., Chicago, Ill.
C-8 White Zapon 1.00
Tosh Bros., New York City.
C-8 Cement Filler 2.73
W.E. Shade, Weston, Ohio.
C-9 Seed Corn 4.50
W.B. Jarvis, Grand Rapids, Mich.
E-6 Athletic Material 38.37
Gaylord Bros., Syracuse, N.Y.
E-8 Binders 9.30
The Lammle & Koch Co., Toledo, Ohio.
E-9 Furniture & Equipment for Science Building - Shades 623.51
J.P. Sharkey, Van Wert, Ohio.
F-6 Board of Trustees Expense account 5.85
E.Dans, Fremont, Ohio.
F-6 Board of Trustees Expense account 7.77
J.B. McDonel, Fostoria, Ohio.
F-6 Board of Trustees Expense account 17.05
J.E. Shatzel, Bowling Green, Ohio.
F-6 Board of Trustees Expense account 18.30
F-8 Freight 1.31

Pay Roll

Personal Service A-1 - President 316.66
* = 2 Extension Teachers 444.44
* = Other Instructors and Employees 3660.20
* = Superintendent Buildings and Grounds 75.00
* = Clerk Stenographer 69.90
* = Janitor 50.00
* = Other Instructors and Employees 87.50
* = A-2 Laborers 90.52

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

Motion declared carried.

Groundkeeper R.W. Treber filed the following account, to-wit:-

R.W. Treber in account with the Trustees of the Bowling Green Normal College.

1916

March 20 A. Simmons rent to Apr. 8 10.00 May 16 By amt to bal 21.50

Apr. 13 Cash for old doors (Williams) 1.50
17 A. Simmons rent to May 6 10.00 21.50

May 17 To amt to bal 21.50 May 17 By check to McDonel 21.50

Moved by McDonel and seconded by Sharkey that said report be accepted and entered on the minutes. All members voting aye.

Motion declared carried.
Treasurer McDonel reported the receipt of $21.50 from Groundkeeper R.W. Treber and presented his receipt from the Treasurer of State, as follows to-wit:

DEPARTMENT OF TREASURER OF STATE
Columbus, Ohio, May 29, 1916. No. 3356

Received of Bowling Green Normal College Twenty One $21.50
21/100 Dollars
arising from source noted above to be credited to the fund.

L.M. Page, Cashier
for Treasurer of State

Moved by Collins and seconded by McDonel that the Secretary advertise for bids for coal for Power House for the seasons of 1916-17, approximately 2000 tons. Voting Aye: Ganz, Collins, McDonel, Sharkey, Shatzel. Nays, none.

Motion declared carried.

Moved by Sharkey and seconded by McDonel that Nelson R. Swan be directed to report to the Secretary of this Board all outstanding bills for labor, teams and material used on the Normal College grounds and that no money be paid to Mr. Swan until all outstanding bills are paid and satisfied and that Mr. Swan be notified not to do any more work on the Normal College grounds until further order of the Board. Voting Aye: Ganz, Collins, McDonel, Sharkey, Shatzel. Nays, none.

Motion declared carried.

Moved by Collins and seconded by McDonel that the Board now adjourn for the purpose of consulting the Attorney General of Ohio concerning the Board's relation with Howard & Merriam, Architects, and other matters, to reconvene at the call of the President. Voting Aye: Ganz, Collins, McDonel, Sharkey, Shatzel. Nays, none.

Motion declared carried.

Meeting adjourned.

Attest

Secretary.

President.

Minutes of meeting of the Board of Trustees of the Bowling Green State Normal College held at the Phoenix Inn, Findlay, Ohio, on Saturday, June 3rd, 1916, in pursuance to the call of President E.H. Ganz.

Members present: President E.H. Ganz, Vice President J.E. Collins, Treasurer J.D. McDonel, J.P. Sharkey and Secretary J.P. Shatzel.

President H.E. Williams, O.D. Howard and Nelson R. Swan also present.

Minutes of previous meeting read and approved.

President Williams presented the following claims, to-wit:

1915-16 Appropriations

Frank Muir, Bowling Green, Ohio.  $66.60
Cats
Northwestern Ohio Gas Co., Bowling Green, Ohio.  15.05
P-4 Gas for one month
L.E. B.G. & N. Ry. Co., Bowling Green, Ohio.  5.76
P-4 Light for Day
J.P. Sharkey, Van Wert, Ohio.  4.40
P-6 - Board of Trustees Expense account
J.P. Sharkey, Van Wert, Ohio.  2.65
P-6 - Board of Trustees Expense account
Nelson R. Swan, Bowling Green, Ohio.  72.48
G-3 Tiling Lawns
Nelson R. Swan,  58.25
G-3 Grading
Nelson R. Swan,