

12-16-1916

## Board of Trustees Meeting Minutes 1916-12-16

Bowling Green State University

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Fremont, Ohio, Dec. 16, 1916

Minutes of meeting of Board of Trustees of Bowling Green State Normal College held, in pursuance to call of President Ganz, at Fremont, on Saturday, December 16, 1916, convening at 7 o'clock P. M.

Members present: President E. H. Ganz, Treasurer J. D. McDonel, Secretary J. E. Shatzel, and J. P. Sharkey. Absent: Vice-President J. E. Collins. President of the College, Dr. H. B. Williams, and Contractor Steinle also present.

Minutes of previous meeting read and approved.

Dr. Williams read letters from Pres. McGilvrey of the Kent Normal School and Member J. E. Collins of this Board with reference to the proposed visit to Kent, but no definite action was taken.

Dr. Williams reported the collection of \$47.74 from the sale of farm products and that same had been turned over to Treasurer McDonel.

A general discussion with reference to the employment of a landscape architect was had but it was the sense of the Board that all propositions so far received are too indefinite as to expense and terms of employment, and the matter was passed to next meeting of the Board.

Contractor Steinle informed the Board that he had communications from structural steel manufacturers indicating that there is much uncertainty as to when material can be had unless ordered at once, and asked the Board if an estimate in sufficient amount to justify advance purchase of this material would be allowed by the Board. An assurance was given by the Board that proper estimates would be allowed, inasmuch as it is desirable that work on the Training School building may proceed as rapidly as possible.

Moved by Shatzel and seconded by Sharkey that the Board now adjourn to meet at the call of its President. All members voting aye.

Meeting adjourned.

Attest: J. E. Shatzel Secretary

E. H. Ganz President

Bowling Green, Ohio, January 6, 1917

Minutes of meeting of Board of Trustees of Bowling Green State Normal College, held at the Administrative office of the Board, on Saturday, January 6, 1917, in pursuance to call of the President.

Members present: President E. H. Ganz, Treasurer J. D. McDonel, Secretary J. E. Shatzel, and J. P. Sharkey. Absent: Vice-President J. E. Collins. President of the College, Dr. H. B. Williams, Contractor Carl Steinle, and Mr. Edwards, representing Howard & Merriam, architects, also present.

Minutes of previous meeting were read and approved.

Dr. Williams presented and read a letter from Howard & Merriam, as follows:

Dec. 15, 1916

Dr. H. B. Williams,  
Pres. Bowling Green State Normal College,  
Bowling Green, O.

Dear Sir:-

In connection with the work of the Huffman-Conklin Co. and the Bryce Heating & Ventilating Co. at the Normal College Building, we would suggest that you have the Board allow the final estimates on the above contracts and hold the checks pending the carrying out of our instructions. Our reason for suggesting this is that Miss Morrison called the office the other day and seemed very anxious to close these old accounts.