visability of cancelling the coming summer term and for that reason could not attend this
meeting.

Estimate No. 7, in favor of The Steinle Construction Company, amounting to $2650.00, for
work done on and material furnished for the Training School Building, duly certified by the
architects, was presented for allowance. Also the claim of Howard & Merriam for 2% of above
estimate, the same being for $57.00.

Moved by Reynolds and seconded by Collins that the above estimate, No. 7, for $2650.00,
and claim of Howard & Merriam for $57.00, be allowed and paid from the fund designated
"Maintenance G-2, Training School Building, 1916-17". Voting aye: Ganz, Collins, Reynolds,
Shatzel. Nays, none. Motion declared carried.

The following claims and expense accounts were presented, to-wit:

- J. E. Collins, Lima, O. Expense account "  $18.60
- J. H. Shatzel, City  17.15

Mr. Steinle announced that he was finding it difficult to get materials for construction
work on the Training School Building. The Board urged that he make every possible effort and
this Mr. Steinle promised to do.

Louis Brandt, of 1900 Euclid Ave., Cleveland, Ohio, a landscape architect, was present
to discuss the landscape proposition with respect to the College grounds. After informal
discussion Mr. Brandt agreed to remain here until the return of Dr. Williams with a view to
submitting a definite proposition after he had thoroughly gone into the matter with the
President.

Moved by Shatzel and seconded by Reynolds that the Board now adjourn to meet on
Tuesday, June 5, 1917, at 2 o'clock P. M., unless sooner convened by President Ganz.
All members present voted aye.

Meeting adjourned.

Bowling Green, Ohio, June 5, 1917

Minutes of meeting of the Board of Trustees of Bowling Green State Normal College, held
at the administrative office of the Board, on Tuesday, June 5, 1917, convening at 2 o'clock
P. M.

Members present: President E. H. Ganz, Vice President J. B. Collins, Treasurer J. D.
McDonel, Secretary J. E. Shatzel, and F. E. Reynolds. President of the College, Dr. H. B.
Williams, also present.

Minutes of two previous meetings read and approved.

President Williams presented and read a report of farm sales and rent collection,
showing total receipts from the farm since last report to be $169.34 and from rent $10.00, a
total of $179.34, and reported further that this amount had been turned into the hands of
Treasurer McDonel and a receipt taken therefor.

Dr. Williams presented and read the following receipt of the Treasurer of State for funds
received from the Treasurer of this Board, to-wit:

DEPARTMENT OF TREASURER OF STATE
Columbus, Ohio, May 9, 1917 No.3022

Received of State Normal College $1173.22
Eleven hundred seventy-three & 22/100 Dollars
arising from.............................
to be credited to the....................Fund

Wm. I. Hiler, Cashier
For Treasurer of State
Dr. Williams presented and read the resignation of R. E. Seever, Financial Secretary of the Bowling Green State Normal College, to become effective forthwith, Mr. Seever having enlisted for military service.

Moved by McDonel and seconded by Shatzel that said resignation be accepted. All members voted aye. Motion declared carried.

Dr. Williams presented and read a letter from A. E. Hughes, successor to P. M. Davidson, touching the matter of expending balance of fuel fund before July 1st, coming, which letter was as follows:-

May 22, 1917

Prof. Williams

Dear Sir:-

Would say in reply to your request, to have one hundred and twenty tons of coal delivered before June 30 or July 10th that we will deliver according to our contract. That is: coal enough to heat buildings until July 10th.

Yours Truly

A. E. HUGHES & CO.

A. E. Hughes

Letter made a part of the record in order to show that Dr. Williams had attempted to follow the suggestions of the Board with respect to investing balance of fuel fund in fuel before the last day of July; also to show the opinion of Mr. Hughes as to the nature of his obligation toward the Board under existing contract.

At this point the Board heard the statements of City Solicitor Wm. B. James, President of City Council H. J. Powell, and Councilmen T. D. Strong and Ezra St. John, with respect to the proposed vacation by the City Council of the streets and alleys running through the Normal College grounds. The above named, with Lee Rouse, (who was absent) comprised the regularly constituted committee appointed by Council to confer with this Board in the above matter and after full discussion the following resolution was offered, to-wit:-

WHEREAS, there is now pending before the Council of the city of Bowling Green, State of Ohio, an ordinance providing for the vacation of certain and sundry streets within the Normal College grounds, and;

WHEREAS, a remonstrance has been filed with said Council, objecting to said vacation unless an agreement and understanding is entered into with the Board of Trustees of said Normal College, providing that whatever plans and profiles are adopted for the beautifying of said Normal College grounds shall provide that Court Street shall be kept open within said Normal grounds in practically its present location, as well as giving the privilege to said city to use established driveways through the Normal grounds during the time Ridge Street may be closed for the improvement of said street;

NOW, THEREFORE, be it resolved, by the Board of Trustees of the Bowling Green State Normal College, that in consideration of the Council of the City of Bowling Green, State of Ohio, vacating the street within the Normal College grounds, no plans or profiles will be adopted by said Board which will provide for the closing up of Court Street and right will be given to said City to use the driveways through the Normal College grounds during any period that Ridge Street is being improved."

Moved by Shatzel and seconded by Reynolds that this resolution be adopted. Voting aye: Ganz, Collins, McDonel, Reynolds, Shatzel. Nays none. Motion declared carried.

And thereupon the following resolution was offered:

BE IT RESOLVED, by the Board of Trustees of the Bowling Green State Normal College, that in consideration of the adoption of the foregoing resolution, it is understood to be the desire of this Board that the paving of Ridge Street which bounds and abuts the Normal College ground on the North shall be paved with brick paving block and further request that whatever legislation is passed by the Council of the City of Bowling Green, Ohio, providing for the paving of Ridge Street, shall provide for the paving thereof with brick.

Moved by Collins and seconded by Reynolds that the above resolution be adopted. Voting aye: Ganz, Collins, McDonel, Reynolds, Shatzel. Nays none. Motion declared carried.
Louis Brandt, landscape architect, of Cleveland, Ohio, presented plans and tentative contract, covering the landscape proposition for the College grounds from his view-point.

No action taken.

Moved by Shatzel and seconded by Collins that Dr. Williams confer with the firm of Arnold & Tripp, of Cleveland, with a view to engaging their services for the landscape work if satisfactory contract can be made with them. Voting aye: Gans, Collins, McDonel, Reynolds, and Shatzel. Nays none. Motion declared carried.

Mr. Steinle addressed the Board on the subjects of brick, heat regulation, and estimates. No definite action taken.

Estimate No. 6 in favor of The Steinle Construction Company, amounting to $1605.00, for work on Training School Building, duly certified by Howard & Merriman, the architects, was presented for payment; also the claim of Howard & Merriman for 2% thereof, amounting to $36.10, being their fee on above estimate.

Moved by Shatzel and seconded by Reynolds that said Estimate No. 6 and the architects' fees thereon be allowed and paid from fund designated as "Maintenance G-2, Training School Building, 1916-17". Voting aye: Gans, Collins, Reynolds, Shatzel. Nays none. Motion declared carried. (McDonel left meeting before these claims were voted on.)

Dr. Williams presented for consideration and action of the Board the following payroll rolls, to wit:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>N. B. Williams</td>
<td>President</td>
<td>$316.66</td>
</tr>
<tr>
<td>W. G. Walker</td>
<td>Instructor</td>
<td>1</td>
</tr>
<tr>
<td>G. W. Beattie</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>E. L. Moeley</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>J. R. Overman</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>L. L. Winslow</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Rex McCain</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>John Q. Talbot</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Ernest O. Heiser</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Mary T. Chapin</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Harriet J. Hayward</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>J. W. Zeller</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Wm. P. Holt</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>E. G. Beyermann</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>C. J. Bier</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>August F. Gooch</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Ruth McDonel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>N. R. Owen</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Nancy J. Church</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>E. C. Cline</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>W. F. Shaw</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Robert A. Cummins</td>
<td>Extension Teacher</td>
<td>1</td>
</tr>
<tr>
<td>William L. Spencer</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Marie Simpson</td>
<td>Librarian</td>
<td>1</td>
</tr>
<tr>
<td>Elma Wensinger</td>
<td>Asst. Librarian</td>
<td>1</td>
</tr>
<tr>
<td>Effie Alexander</td>
<td>Critic Teacher</td>
<td>1</td>
</tr>
<tr>
<td>Grace W. Poorebaugh</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Lucy Mechem</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Maude Cottingham</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Margaret K. Roberts</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Ruby Minor</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>W. T. Treber</td>
<td>Supt. Hlgs. &amp; Grds.</td>
<td>1</td>
</tr>
<tr>
<td>Marion Griffith</td>
<td>Clerk-Stenographer</td>
<td>1</td>
</tr>
<tr>
<td>Roscoe H. Seaver</td>
<td>Financial Clerk</td>
<td>2/3</td>
</tr>
<tr>
<td>A. C. Albaugh</td>
<td>Custodian</td>
<td>1</td>
</tr>
<tr>
<td>John Meyers</td>
<td>Janitor</td>
<td>1</td>
</tr>
<tr>
<td>M. O. Campbell</td>
<td>Engineer</td>
<td>1</td>
</tr>
<tr>
<td>C. H. Whitacre</td>
<td>Asst. Engineer</td>
<td>1</td>
</tr>
<tr>
<td>Roy Graf</td>
<td>Farm Laborer</td>
<td>1</td>
</tr>
<tr>
<td>Aaron Funk</td>
<td>Stud.Ast.(Farm)</td>
<td>15 da. 2.50</td>
</tr>
<tr>
<td>Dale Treese</td>
<td>&quot;</td>
<td>22 @ 2.00</td>
</tr>
<tr>
<td>A. S. Avery</td>
<td>Farm Laborer (Emerg.)</td>
<td>4 hrs. 30g.</td>
</tr>
<tr>
<td>Estella Pedersen</td>
<td>Stud.Ast. (Library)</td>
<td>34 @ 15g.</td>
</tr>
<tr>
<td>Raymond C. Kanaga</td>
<td>&quot; (Grounds)</td>
<td>23 @ 15g.</td>
</tr>
<tr>
<td>Maude Doane</td>
<td>Critical Teach.-Pt.Time</td>
<td>150 @ 22.50</td>
</tr>
<tr>
<td>Lettie McLaughlin</td>
<td></td>
<td>120 @ 22.50</td>
</tr>
<tr>
<td>Emily Ordway</td>
<td></td>
<td>150 @ 22.50</td>
</tr>
<tr>
<td>Emilie Bohnard</td>
<td></td>
<td>100 @ 15g.</td>
</tr>
<tr>
<td>Helen Beverstock</td>
<td></td>
<td>100 @ 15g.</td>
</tr>
<tr>
<td>Lillian Zeller</td>
<td></td>
<td>100 @ 15g.</td>
</tr>
<tr>
<td>Ethel Reed</td>
<td></td>
<td>20 @ 7.50.</td>
</tr>
<tr>
<td>Edythe Foote</td>
<td></td>
<td>50 @ 7.50.</td>
</tr>
<tr>
<td>Nora Blakely</td>
<td></td>
<td>100 @ 15g.</td>
</tr>
<tr>
<td>Mary Craig</td>
<td></td>
<td>20 @ 10.00</td>
</tr>
<tr>
<td>E. J. Holman</td>
<td></td>
<td>90 @ 10.00</td>
</tr>
</tbody>
</table>

Total Pay: $767.91
Dr. Williams also presented the following claims, to wit:-

**1915-16 Appropriations**

<table>
<thead>
<tr>
<th>Claim</th>
<th>Item</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-1</td>
<td>Schlicher's Market, City</td>
<td>Chickens</td>
<td>$4.00</td>
</tr>
<tr>
<td>C-2</td>
<td>Frank H. Coen, City</td>
<td>Groceries for Dom. Sci. Dept.</td>
<td>6.76</td>
</tr>
<tr>
<td>C-3</td>
<td>E. M. Butler, City</td>
<td>Crayons</td>
<td>.10</td>
</tr>
<tr>
<td>C-4</td>
<td>Royce &amp; Coon Grain Co., City</td>
<td>Field Pens</td>
<td>4.50</td>
</tr>
<tr>
<td>C-5</td>
<td>Storry &amp; Harrison Co., Painesville</td>
<td>Strawberries</td>
<td>4.90</td>
</tr>
<tr>
<td>C-6</td>
<td>A. C. Hoyt &amp; Co., Postoria, O.</td>
<td>Corn</td>
<td>3.25</td>
</tr>
<tr>
<td>D-1</td>
<td>A. Froncy &amp; Co., City</td>
<td>Cheesecloth for Bunting</td>
<td>12.00</td>
</tr>
<tr>
<td>D-2</td>
<td>Campbell &amp; Coller, City</td>
<td>3 dozen Bibb Washers</td>
<td>.45</td>
</tr>
</tbody>
</table>

**E-8**

- The Blade Printing & Paper Co., Toledo: Mounting cards | 10.60 |
- Underwood & Underwood, N.Y. City: Stereoscopes | 26.92 |
- Baker & Taylor Co., New York: Books | 33.35 |
- Cambridge Botanical Supply Co., Waverly, Mass.: Hydrometer | 1.55 |
- A. Froncy & Co., City: Brooms & Tracing Wheels | 1.10 |
- Cosmopolitan Print Dept., N.Y. City: Pictures | 9.60 |
- Detroit Publishing Co., Detroit: Pictures | 233.60 |
- The Chicago Mathematical Supply House, Chicago, Ill.: Set of skeleton models, etc. | 37.50 |
- McIntosh Stereopticon Co., Chicago: 2 white wood boxes | 1.20 |
- A. J. Nystrom & Co., Chicago: Charts | 32.78 |
- Harold Rush, Lynn, Mass.: Chart | 1.25 |
- A. O. Spaulding & Bros., Cleveland: Athletic equipment | 146.21 |

**E-9: Science Bldg.**

- The Ohio State Reformatory, Mansfield: Furniture | 1661.60 |

**F-6-34 of Trustees**

- E. H. Ganz, Fremont: Expense account | 6.60 |
- W. E. Reynolds, Wapakoneta: Expense account | 11.60 |

**F-7**

- Sprague & Bump, City: Cleaning catch basins | 35.00 |
- The Home Steam Laundry, City: Laundry | 1.93 |
- O. J. Petty, City: Horseshoeing | .20 |

**1916-17 Appropriations**

<table>
<thead>
<tr>
<th>Claim</th>
<th>Item</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3</td>
<td>A. E. Hughes &amp; Co., City</td>
<td>Fuel</td>
<td>306.99</td>
</tr>
<tr>
<td>C-4</td>
<td>The Sentinel-Tribune, City</td>
<td>Paper</td>
<td>3.40</td>
</tr>
<tr>
<td>C-5</td>
<td>Frank M. Coen, City</td>
<td>Groceries for Dom. Sci. Dept.</td>
<td>1.21</td>
</tr>
<tr>
<td>C-6</td>
<td>T. A. Cook, City: Lehmann Bros., City: Maas Bros., City: State Normal College Farm: A. E. Avery, City: A. Froncy &amp; Co., City</td>
<td>Meat</td>
<td>11.76</td>
</tr>
<tr>
<td>C-7</td>
<td>Cheese cloth</td>
<td>1.95</td>
<td></td>
</tr>
<tr>
<td>C-8</td>
<td>A. Froncy &amp; Co., City</td>
<td>Eggs &amp; Butter</td>
<td>36.45</td>
</tr>
<tr>
<td>C-11</td>
<td>The Eureka Supply Co., Frankton, Ind.</td>
<td>Paper towels</td>
<td>14.50</td>
</tr>
<tr>
<td>D-3</td>
<td>The Hankey Lumber Co., City</td>
<td>Lumber</td>
<td>20.90</td>
</tr>
<tr>
<td>D-4</td>
<td>The Hankey Lumber Co., City</td>
<td>Lumber for Ind. Arts Dept.</td>
<td>66.00</td>
</tr>
<tr>
<td>E-1</td>
<td>W. O. Hagel Electric Co., Toledo</td>
<td>Electric fans</td>
<td>75.60</td>
</tr>
<tr>
<td>E-2</td>
<td>The Hankey Lumber Co., City</td>
<td>Lumber for Gymnasium</td>
<td>1.80</td>
</tr>
<tr>
<td>E-3</td>
<td>The Warner &amp; Swamy Co., Cleveland</td>
<td>Binocular</td>
<td>36.00</td>
</tr>
<tr>
<td>E-4</td>
<td>Supt. of Documents, Washington, D.C.</td>
<td>Geographical publications</td>
<td>22.75</td>
</tr>
<tr>
<td>F-1</td>
<td>Campbell &amp; Coller, City</td>
<td>Repair of water line</td>
<td>1.40</td>
</tr>
<tr>
<td>F-2</td>
<td>The City Water Co., City</td>
<td>Water for May</td>
<td>51.00</td>
</tr>
<tr>
<td>F-3</td>
<td>The N.Y.O. Nat. Gas Co., City</td>
<td>Gas for 1 mo.</td>
<td>10.15</td>
</tr>
<tr>
<td>F-4</td>
<td>The L.E.B.O. &amp; B. Ry. Co., City</td>
<td>Light for 1 mo.</td>
<td>41.62</td>
</tr>
</tbody>
</table>
Moved by Reynolds and seconded by Collins that the above pay rolls, claims, and expense accounts be allowed and paid from the funds respectively provided for payment of same, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays none. Motion declared carried.

Dr. Williams invited the members of the Board and their families to attend the Commencement exercises to be held on Friday, June 15, 1917, beginning at 10:30 o'clock A. M., the program and list of graduates being as follows:-

**Program**

<table>
<thead>
<tr>
<th>a. Morn-Rise</th>
<th>-</th>
<th>Czibulka</th>
</tr>
</thead>
<tbody>
<tr>
<td>b. Amaryllis (Gavotte)</td>
<td>-</td>
<td>Old French Air</td>
</tr>
</tbody>
</table>

**Treble Clef Club**

- Invocation
  Rev. W. C. Prewitt

- Recit.--From the Rage of the Tempest "Scipio"
  Descant--Hear Me, Ye Winds and Waves--
  Handel

- Ernest Hesser
  Head of the Department of Music
  State Normal College

- Address
  Dr. Wm. C. Bagley
  Director School of Education
  University of Illinois

- Duet--My Boat is Waiting Here For Thee
  Smart

- Gladys Siggens and Jacie Sargent
  Presentation of Diplomas

- Announcements

- Benediction

**GRADUATES, JUNE 15, 1917**

**Diploma in Elementary Education**

- Esthel Mae Asmus
- Ethel Mary Bartley
- Naomi Bates
- Mildred Ann Baum
- Kathryn Boehringer
- Mary Eleanor Charmley
- Mathie Clark
- Ethel C. Davidson
- Fern Davidson
- Julia Elizabeth Ducat
- Estella P. Fiedlerssen
- Hazel Garn
- Mabel Eleanor Gavin
- Berenice F. Gunn
- Gladys Ellen Hawley
- Halcyon Hall
- Susie B. Jenkins
- Ima O. Kelly
- Clarice Light
- Grace Helen Longanbach
- Myrtle McWilliams
- Helen Marie Malone
- Wilma Mary Reilly
- Gertrude A. Rethinger
- William Earl Roberts
- Rhea E. Schenzenmier
- Vera Ellen Seigler
- Mary Dorothy Shea
- Mercedes Bertha Sprenger
- Wayne Treber
- Sam Waters
- Lois Welch
- Louvina Anna Welshimer
- Mildred Leonore White
- Gladys Wilson
- Velma Zimmerman

**Diploma in Home Economics**

- Eva Ruth Brown
- Berenice Belle Detwiler
- Lynne McNees
- Vera Augusta Ohl
- Olive A. Stearns

**Diploma in Industrial Arts**

- Harry S. Hostetler
- Herbert H. Hutchinson
Diploma in Music

Winifred Louise Barr
Ernestine Ducat
Ethelyn N. McGill
Jacie M. Sargent
Gladys Luella Siggens
Lahvene Jenifer Swan
Pauline Barbara Ward
Lillian Marie Witte

Candidates for Diplomas, and Degree, August 3, 1917

(Graduation dependent upon completion of Summer Term.)

Diploma in Elementary Education

Ethel L. Atkinson
Grace Bearss
Elvena Blaney
Myrtle C. Houston
Florence Gertrude Kutz
Miri am Pisor
Alice Margaret Roth
Mabel Stewart
Mary Loretta Sugrie
Jessie I. Todd

Diploma in Home Economics

M. Esther Sullivan

Degree—Bachelor of Science in Education

Margaret L. Grant

Moved by Shatzel and seconded by Collins that the Board accept Dr. Williams' invitation and that the Board hold a meeting after the Commencement Exercises, if a meeting is necessary; otherwise, that the next meeting of the Board be held on Friday, June 29, 1917, at 10 o'clock A.M. All members present voted aye. Motion declared carried.

Meeting adjourned.

Attest:  President

Bowling Green, Ohio, June 29, 1917

Minutes of meeting of Board of Trustees of Bowling Green Normal College held in the administrative office of the Board, on Friday, June 29, 1917.

Members present: President E. H. Ganz, Vice President J. E. Collins, and F. E. Reynolds. Absent: Treasurer J. D. McDonel and Secretary J. B. Shatzel. President of the College, Dr. Williams, also present.

Mr. Reynolds was chosen to act as Secretary pro tern.

The reading of minutes of previous meeting dispensed with.

Louis Brandt, of Cleveland, Ohio, present, on invitation of the Board, to submit a contract for preparation of plans for landscape work on Normal College grounds. After general discussion the following contract was agreed upon, to-wit:-

June 23rd, 1917.

Agreement between the Board of Trustees of the Bowling Green State Normal College, Bowling Green, Ohio, and Louis Brandt, Landscape Architect, Cleveland, Ohio.

The Board of Trustees hereby commission Louis Brandt to prepare studies, plans, specifications, reports, and estimates in connection with the landscape development of the college grounds.

The landscape architect will prepare studies and evolve a plan for development which provides not only for immediate development but also for whatever future development that can be foreseen today. This general scheme for development would serve as a guide for the location of future buildings, roads, etc., for the entire property.

The landscape architect will obtain the necessary data, elevations, measurements, etc., on which to base his studies, and will present to the board, studies, plans, specifications, details, reports and estimates, constituting a "program for development". These studies, plans, specifications, etc., are to be as complete as possible and adequate for submission to contractors for purposes of bidding on the various work outlined.

The landscape architect will prepare the following program:

1. Preliminary studies for development, showing alternate or various possible schemes. These studies to be presented to the Board by July 10th, and subject to revision until a scheme is evolved which is satisfactory to the Board.)