Board of Trustees Meeting Minutes 1917-07-19

Bowling Green State University

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Minutes of Board of Trustees of Bowling Green State Normal College, held in the Administrative Office of the Board, on Thursday, July 19, 1917, convoking at 7 o'clock P. M., in pursuance to call of President Ganz.

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

Minutes of meeting of June 5, 1917, read and approved.

Louis Brandt, landscape architect, out of the usual order but to enable him to get away as soon as possible, presented the plans and drawings of a general landscape scheme covering the Normal College grounds for the approval of the Board. The plans were inspected and discussed at some length, and suggestions for their revision were made, it being the sense of the members present that speedy adoption of plans would be inadvisable owing to the extreme importance of the work. However, it was thought best to proceed with the work most needed, to-wit: The Court St. approach to the Administration Building, and, by unanimous vote of the members present. Dr. Williams and Secretary Shatzel were authorized and directed to work out the details of this portion of the improvement with Mr. Brandt and report to the Board as soon as possible.

Dr. Williams reported the following collections of money, to-wit:

- Sale of Farm Products June 1917 $141.65
- Rent - A. Dismas for June $10.00
- Sale of old paper $8.50
- Refund, Eureka Sup. Co. on freight $.60
- Govt. Printing Office $.10

and that the same had been turned over to Treasurer McDonel.

Dr. Williams presented the following receipt of the Treasurer of the Board, which was, by motion duly carried, made a part of the records, to-wit:

Department of Treasurer of State
Columbus, Ohio, June 7, 1917 No. 3254

Received of - State Normal College $179.34
One Hundred Seventy-Nine and 34/100 Dollars
Arising From

to be credited to the

Wm. J. Hiler
Cashier

Dr. Williams reported that from personal investigation he had learned that the main sewer at rear of administration building, constructed by Huffman & Conklin under the specifications and superintendence of Howard & Merriam, architects, had not been built according to specifications and is utterly inoperative and worthless in its present condition, and does not meet the purposes for which it was designed.

Moved by Collins and seconded by Reynolds that the Secretary notify Howard & Merriam and Huffman & Conklin that main sewer at rear of administration Building must be constructed to conform to plans, details and specifications, and in case said reconstruction is not completed to the satisfaction of this Board by Thursday, Aug. 9, 1917, the matter will be placed in the hands of the Attorney-General of Ohio for suitable and proper action.

Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

Dr. Williams recommended for appointment to the position of janitress of the central buildings Mrs. J. H. Wilkens, at a salary of $8.00 per week, five hours per day. Moved by Reynolds and seconded by Collins that said nomination be approved and confirmed. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.
Dr. Williams nominated Fred W. Toan for the position of Financial Clerk, at $100.00 per month, to serve at pleasure of the Board. Moved by Shatzel and seconded by Reynolds that said nomination and terms of employment be approved and confirmed. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

Dr. Williams reported that important work is being done on the Teachers' Training School building with no superintendent of construction in charge, former Superintendent Lyman Strong having resigned and left the city. Moved by Reynolds and seconded by Collins that the architects, Howard & Marriam, be required to immediately stop all important work on said building until their contract with reference to competent supervision be fully complied with, it appearing that their contract is now being violated in this particular. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

Dr. Williams reported that he had the word of Mr. Bryce, of the Bryce Heating & Ventilating Co., that the American system of heat regulation is under way of installation in the Teachers' Training School Building, contrary to the action of the Board selecting the Johnson System for the purpose of uniformity in all the buildings of the institution. Moved by Shatzel and seconded by Collins that President Ganz personally confer with Mr. Steinle and procure installation of the Johnson System if possible. All members voted aye. Motion declared carried.

Dr. Williams suggested the advisability of taking some immediate action with reference to the drilling of gas and water wells, the appropriations therefor now being available. Moved by Collins and seconded by Reynolds that Dr. Williams and Secretary Shatzel proceed at once to procure specifications and advertise for bids for the drilling of gas and water wells provided for in the budget, to include connections and all things necessary for the utilization of the gas and water when ready for use. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

The question of fuel for coming year was further discussed, and it was moved by Collins and seconded by Reynolds that Dr. Williams write Governor Uox as to the advisability of purchasing coal at present prices, and that he report the Governor's opinion to the Board. All members voted aye, and motion declared carried.

Dr. Williams presented for action of the Board the following pay-rolls, to-wit:

- H. B. Williams, President, $756.33
- E. G. Walker, Dean, $229.16
- C. J. Biery, Instructor, $200.00
- H. A. Gurnine, Instructor, $200.00
- W. L. Spencer, Instructor, $190.00
- J. S. Talbot, Instructor, $200.00
- G. W. Beatlie, Instructor, $200.00
- W. F. Shaw, Instructor, $200.00
- W. F. Holt, Instructor, $200.00
- J. W. Zeller, Instructor, $200.00
- Mary Chapin, $150.00
- Nancy J. Church, $100.00
- L. L. Winslow, $116.67
- August P. Gongp, $103.34
- J. R. Ovarran, $200.00
- H. G. Hesser, $100.00
- Ruth McConn, $100.00
- F. G. Beyermann, $150.00
- E. L. Moseley, $200.00
- Marie Simpson, Librarian, $100.00
- Rose Weminger, Asst. Librarian, $76.19
- Effie Alexander, Critic Teacher, $116.67
- Lucy Meanan, Critic Teacher & Pt. Time Inst., $116.67
- Ruby Minor, Critic Teacher & Pt. Time Inst., $116.67
- Maude Cottingham, Critic Teacher, $66.67
- H. M. Helter, Instructor, $200.00
Dr. Williams also presented the following claims and expense accounts for action of the Board, to-wit:

### 1915-16 Appropriations

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-9</td>
<td>F. H. Prieur, City</td>
<td>$26.10</td>
</tr>
<tr>
<td></td>
<td>Creamery Pkg. Mfg. Co., Toledo</td>
<td>$12.45</td>
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<td></td>
<td></td>
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<tr>
<td>E-1</td>
<td>The McManus-Troup Co., Toledo</td>
<td>$17.95</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>E-4</td>
<td>F. J. Klotz, Bowling Green</td>
<td>$5.24</td>
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<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td>E-8</td>
<td>Ward’s Nat. Sci. Est., Rochester, N.Y.</td>
<td>$19.95</td>
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<td></td>
<td>Hammacher Schlemmer Co., N.Y. City</td>
<td>$134.95</td>
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<td></td>
<td>Henry Troemner, Philadelphia</td>
<td>$33.74</td>
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<tr>
<td>E-9</td>
<td>Science Bldg., Ohio State Reformatory, Mansfield</td>
<td>$164.59</td>
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<tr>
<td></td>
<td>Mankey Lumber Co., City</td>
<td>$31.50</td>
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<td></td>
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</tr>
<tr>
<td>P-1</td>
<td>F. H. Prieur, City</td>
<td>$.60</td>
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### 1916-17 Appropriations

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<th>Code</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>C-4</td>
<td>The McManus-Troup Co., Toledo</td>
<td>24.22</td>
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<tr>
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<tr>
<td>C-8</td>
<td>A. Froncy &amp; Co., City</td>
<td>10.00</td>
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<td></td>
<td>Hammacher, Schlemmer Co., N.Y. City</td>
<td>4.51</td>
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<tr>
<td></td>
<td>Bolles Drug Store, City</td>
<td>.85</td>
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<tr>
<td></td>
<td>Dobson-Evans Co., Columbus</td>
<td>4.35</td>
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<td>F. H. Prieur, City</td>
<td>1.25</td>
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<tr>
<td>C-11</td>
<td>Ft. Wayne Oil &amp; Sup. Co., Ft. Wayne</td>
<td>22.00</td>
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</tr>
<tr>
<td>D-3</td>
<td>F. H. Prieur, City</td>
<td>6.24</td>
</tr>
</tbody>
</table>

**Total** $825.60
Moved by Reynolds and seconded by Collins that said pay-rolls, claims and expense accounts be allowed and paid from the appropriations respectively provided for the payment thereof, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

Moved by Collins and seconded by Reynolds that the Board now adjourn to meet on Thursday, Aug. 9, 1917, time of day and place to be selected by the Secretary and notice to be given all members.

All members present voted aye.

Meeting adjourned.

Attest: [Signature]

Secretary

President

# 1917-18 Appropriations

## E-1
McManus-Troup Co., Toledo

Office Equipment

$8.87

## E-2

Hammacher, Schlemmer & Co., N.Y. City

Ind. Arts Equipment

19.66

Democratic Printing Co., Madison, Wis.

Specimens

14.60


Record books for Library

1.97

Ohio State Reformatory, Mansfield

Equip. for Chemistry

23.85

Standard Scientific Co., N.Y. City

Furniture

597.81

Minnetonka Co., Owatonna, Minn.

Quartz dish and crucible

10.00


Ripening coil

4.50

F. H. Prieur, City

Classbooks

16.00

Library of Congress, Washington

Sopher shovels

1.55

Library of the Congress, Washington

Printed catalogue cards

103.23

Jeans & Co., Chicago

Library books

240.97

E-3

Grand Piano

600.00

Lincoln & Dirlam, City

Bandages

2.00

Hopper Hardware Co., City

Lag screws

.30

F. H. Prieur, City

Nuts, etc.

.60

E-5

D. Appleton & Co., N.Y. City

Books for Library

7.66

American Book Co., Cincinnati

Books for Training School

8.37

F-4-6

Transportation

Freight

1.63

T. E. Reynolds, Tapakometa

Expense Acct.

26.50

J. T. Collins, Lima

F-7

Receivers, Cent. Union Tel. Co., City Tel. Service for July

4.50

Wood Co. Tel. Co., City

3.50

Pay Roll

A-1-Presiding

$158.33

A-1-Dean

242.14

A-2-Wages Summer School

5563.75

A-1-Bapt. Edges & Grots.

75.00

A-1-Financial Clerk

151.00

A-1-Book

7.20

A-1-Teacher

86.00

A-1-Chief Engineer

90.00

A-1-Other Inst. & Emp.

240.00

A-2-Wages

209.00

Moved by Reynolds and seconded by Collins that said pay-rolls, claims and expense accounts be allowed and paid from the appropriations respectively provided for the payment thereof, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays: None. Motion declared carried.

Moved by Collins and seconded by Reynolds that the Board now adjourn to meet on Thursday, Aug. 9, 1917, time of day and place to be selected by the Secretary and notice to be given all members.

All members present voted aye.

Meeting adjourned.

Attest: [Signature]

Secretary

President

# 1917-18 Appropriations

E-9


General Plant Equipment

$83.78

F-6-Express & Freight

Fred Cook, City

Cartage & Freight

16.59

H. B. Williams, City

Advanced Express

.99

F-6- Bd. of Trustees

J. E. Shatzel, City

Expense Acct.

10.10

J. B. Prinur, City

Postage

.30

J. E. Collins, Lima