2-16-1918

Board of Trustees Meeting Minutes 1918-02-16

Bowling Green State University

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Minutes of meeting of Board of Trustees of Bowling Green State Normal College, held in the administrative office of the Board, on Saturday, Feb. 16, 1918, convening at 1 o'clock P. M.

Members present: President E. H. Ganz, Vice President J. E. Collins, Secretary J. E. Shatzel, and F. E. Reynolds. President of the College, Dr. H. B. Williams, Contractor Carl Steinle, and Louis Brandt, present.

Minutes of previous meetings of Board read and approved.

Dr. Williams read a letter from Mrs. James D. McDonel and family expressing their appreciation of the sympathy of this Board extended to them in their bereavement.

Moved by Shatzel and seconded by Collins that F. E. Reynolds be elected treasurer of this Board to succeed James D. McDonel, deceased. Voting aye: Ganz, Collins, Shatzel. Nays, none. (Mr. Reynolds not voting.) Motion declared carried.

Dr. Williams reported for the records the receipt of $138.45 from farm sales for the month of January made up as follows: Sale of milk to dormitory $25.20; sale of cream to M. A. Ireland $12.50; sale of hogs to F. Whitmer $100.75. Said sum was paid into the hands of Treasurer Reynolds and his receipt taken therefor.

With reference to a settlement with the estate of late Treasurer McDonel, it was suggested that at the appropriate time Dr. Williams take the matter up with Mr. R. C. Guernsey of Fostoria, Ohio, and get the necessary checks and receipts to close the matter properly in the President's office and on the minutes of this Board.

Dr. Williams asked leave of absence for a few days, between Feb. 25 and Mar. 2, 1918, for the purpose of attending a meeting of The National Educational Association at Atlantic City. Leave granted by unanimous vote of the Board.

Dr. Williams spoke of the matter of taking care of claims, such as freight, gas and light bills, which must be paid practically upon presentation in order to avoid paying demurrage and penalties, and stated that under present arrangements he is advancing his own funds to protect the State. Moved by Collins and seconded by Reynolds that President Williams be authorized by the Board, by and with the consent of the Auditor of State, to sign vouchers for the payment of such claims as must be paid promptly to save demurrage and penalties, the same to be reported to the Board and formally allowed at the first meeting after such payments. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays, none. Motion declared carried.

Dr. Williams presented for action of the Board Estimate No. 11 in favor of The Steinle Construction Company, for work done on Training School building, the same amounting to $3590.05 and being duly certified by Howard & Merriam, architects.

With reference to said Estimate, the following report, made by Paul R. Murray to Auditor A. V. Donahay, with reference thereto was by unanimous vote of the Board made a part of the records, to-wit:-
On December 11, 1917, we visited Bowling Green in company with Mr. Edwards, an inspector representing the firm of Howard & Merriam, Architects, the designers of the various buildings of the Normal College, and under whose supervision the work so far completed has been executed.

No work was in progress at that time, and on account of the fact that everything was covered with heavy snow and ice, it was impossible to do more than make a more or less superficial examination and inspection of the completed work and of the materials which were at that time on the ground.

Various matters in connection with the work were, however, discussed at some length with Mr. J. J. Shatzel, the Secretary of the Board of Trustees, Dr. Williams, the President of the College, and with Mr. Steinle, of the Steinle Construction Company, Contractor for the erection of the buildings.

We were informed by the officials noted that Mr. W. C. Stevens, formerly employed as an inspector on this work by Messrs. Howard and Merriam, had filed an estimate of approximately thirty-two hundred dollars to which he had attached a letter declining to assume any responsibility for payment, etc., so on returning from Bowling Green we had several interviews with Mr. Stevens, and secured from him such information and data as he used in the preparation of such estimates, together with further schedules by which he showed a smaller sum to be due.

With this matter at hand, we have gone into the matter at some length with Mr. Edwards and Mr. Howard, comparing the Stevens' notes, with such other information as was available in the office of the architects, and with the statements and claims made by the contractors, as well as those submitted by the President of the College and the Secretary of the Board.

As a result of this examination and comparison, we have verbally advised the architect that an estimate in the net sum of $3,590.05 will meet with our approval.

We believe the contractors to be clearly entitled to this sum, and we consider that it would be proper for the Board to allow the sum mentioned.

There are many items going to make up an estimate on this work concerning which there might be difference of opinion and concerning some of which it would be impossible to arrive at an absolutely definite figure, but we believe the above to represent a fair and reasonable estimate of what may be properly paid at this time.

We consider it useless to encumber this brief report with the various schedules, from a comparison of which with our inspection and the verbal statements noted, the foregoing conclusion has been reached, but they have all been placed on file for future reference and examination.

We take the liberty of again suggesting as previously reported that a more uniform and systematic plan of inspection and of reporting the result of such inspection, should be devised, with the object of securing such definite information as would prevent the occurrence of such disagreements and differences as have here arisen.

Respectfully submitted,

Paul R. Murray

ENGINEER

DEPARTMENT OF AUDITOR OF STATE

Moved by Reynolds and seconded by Collins that the above Estimate No. 11 in favor of the Steinle Construction Company, amounting to $3,590.05, be allowed on the recommendations of Howard & Merriam and Paul R. Murray, and paid from the fund designated as G-2-Training School. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nay: none. Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of the foregoing Estimate No. 11, amounting to $71.80, was presented but not allowed.

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Rate</th>
<th>Hours</th>
<th>Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>F. W. Toan</td>
<td>Financial Clerk</td>
<td>1 mo.</td>
<td>100.00</td>
</tr>
<tr>
<td>Marion Griffith</td>
<td>Clerk</td>
<td>1</td>
<td>66.66</td>
</tr>
<tr>
<td>A. C. Albaugh</td>
<td>Chief Engineer</td>
<td>1</td>
<td>90.00</td>
</tr>
<tr>
<td>John Meyers</td>
<td>Janitor</td>
<td>1</td>
<td>60.00</td>
</tr>
<tr>
<td>LaVergne Ellsworth</td>
<td>Stenographer</td>
<td>1</td>
<td>60.00</td>
</tr>
<tr>
<td>W. O. Campbell</td>
<td>Engineer</td>
<td>1</td>
<td>75.00</td>
</tr>
<tr>
<td>W. E. Frost</td>
<td>Janitor</td>
<td>1</td>
<td>20.00</td>
</tr>
<tr>
<td>C. E. Patterson</td>
<td>Fireman (Substitute)</td>
<td>17 days @ 2.00</td>
<td>34.00</td>
</tr>
<tr>
<td>J. W. Graham</td>
<td>Farmer</td>
<td>1 mo.</td>
<td>25.00</td>
</tr>
<tr>
<td>Mrs. J. Wilken</td>
<td>Janitress</td>
<td>20 days @ 1.60</td>
<td>32.00</td>
</tr>
<tr>
<td>Lois Crawford</td>
<td>Stud.Amas.Library</td>
<td>61 hrs. @ 15¢</td>
<td>9.15</td>
</tr>
<tr>
<td>Mary Helen Case</td>
<td>&quot;</td>
<td>65¢</td>
<td>9.83</td>
</tr>
<tr>
<td>Beulah Jarrard</td>
<td>&quot;</td>
<td>70¢</td>
<td>3.00</td>
</tr>
<tr>
<td>Iabel Harris</td>
<td>&quot;</td>
<td>52¢</td>
<td>7.30</td>
</tr>
<tr>
<td>P. V. Vanwegen</td>
<td>Farm Laborer (Emerg.)</td>
<td>1/5 da. @ 2.50</td>
<td>1.50</td>
</tr>
<tr>
<td>J. W. Graham</td>
<td>&quot;</td>
<td>1 week</td>
<td>15.00</td>
</tr>
<tr>
<td>Clay Conley</td>
<td>Stud.Amas.Farm</td>
<td>15 hrs. @ 20¢</td>
<td>3.00</td>
</tr>
</tbody>
</table>
Dr. Williams presented the following claims and expense accounts for action of the Board, to-wit:-

1916-17 Appropriations

A-5
A. C. McClurg & Co., Chicago
Books
.

1917-18 Appropriations

A-2
Campbell & Coller, City
Labor on frozen pipes
17.50

Johnson Service Co., Cleveland
Repairs on Adm. Bldg. 6 hrs.
9.40

A. Simons, City
Labor watching coal
5.00

C-2
Royce & Coon Grain Co., City
Bran, etc.
10.85

C-3
T. & O. C. Ry., Co., City
Freight on coal
136.28

C. E. Patterson, City
Hauling coal
92.98

T. & O. C. Ry., Co., City
Freight on coal
156.02

T. & O. C. Ry., Co., City
113.74

Hisylvania Coal Co., Columbus
Coal
162.84

C. E. Patterson, City
Hauling coal
272.20

33.12

C-4
H. B. Williams, City
Stamps
4.50

"  "
5.00

C-5
George South, City
Groceries
.45

Clevenger Stores, City
Fashion books
.50

A. Frouney & Co., City
Celery
.25

Normal College Farm, City
Formaldehyde
3.00

Bolle Drug Store, City

C-11
Rohtert Water Purifying Co., Toledo
Compound - Water softener
39.55

Butler's Drug Store, City
Glycerin
3.00

Edison Lamp Works, Harrison, N. J.
Electric bulbs
44.35

B-1
Johnson Service Co., Cleveland, O.
Repairs on Adm. Bldg.
1.70

B-6
Baush & Lomb Optical Co., Rochester
Microscopes
61.33

Silver, Bardett & Co., Chicago
Books for Tmg. School
.60

C. E. Brimhall, Raleigh, N. C.
Fish, etc. for Biology Dpt.
91.50

Coen Bros., City
Filing cabinet
36.70

Library Bureau, Chicago
Guides
6.74

J. W. Pepper & Son, Philadelphia
Music for Orchestra
17.60

Arthur P. Schmidt Co., Boston
Music
16.12

Frederick B. Wright, Kensington, Ml.
Lantern slides
12.60

Equip. for Physics Dept.
47.85

B-9
National Supply Co., City
Gauge glasses
1.18

W. J. Frier, City
Equip. for Power House
2.35

Consolidated Engineering Co., Chicago
Equip. for Thermosters
5.00
### Proceedings, Trustees Bowling Green Normal College

#### Feb. 16

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>F-4</td>
<td>Northwestern Ohio Natural Gas Co., City&lt;br&gt;Ohio Northern Public Service Co., City</td>
<td>Gas for February 27.30&lt;br&gt;Electricity 45.22</td>
</tr>
<tr>
<td>F-6</td>
<td>E. G. Walker, City&lt;br&gt;E. G. Walker, City&lt;br&gt;Rea McCalm, City&lt;br&gt;C. J. Biery, City&lt;br&gt;F. E. Reynolds, Wapakoneta&lt;br&gt;H. Z. Campbell, City&lt;br&gt;T. &amp; O. C. Ry., City&lt;br&gt;Fred Cook, City&lt;br&gt;H. B. Williams, City&lt;br&gt;J. E. Shatzel, City&lt;br&gt;N. H. Ganz, Fremont&lt;br&gt;E. L. Spencer, City&lt;br&gt;P. G. Beyermann, City&lt;br&gt;H. S. Williams, City</td>
<td>Freight .75&lt;br&gt;Jan. Exp. acct. 3.10&lt;br&gt;&quot; &quot; 9.30&lt;br&gt;Express adv. for Feb. 6.91&lt;br&gt;Feb. Exp. acct. 4.45&lt;br&gt;&quot; &quot; 4.60&lt;br&gt;&quot; &quot; 4.50&lt;br&gt;&quot; &quot; 72.34&lt;br&gt;Freight .49&lt;br&gt;Drayage 1.92&lt;br&gt;Express 2.86&lt;br&gt;Feb. Exp. acct. 1.70&lt;br&gt;&quot; &quot; 3.58&lt;br&gt;&quot; &quot; 79.66&lt;br&gt;&quot; &quot; 2.96&lt;br&gt;&quot; &quot; 6.45</td>
</tr>
<tr>
<td>F-7</td>
<td>Receivers, Cent. Union Tel. Co., City&lt;br&gt;Wood County Tel. Co., City</td>
<td>Tel. service for Feb. 4.50&lt;br&gt;&quot; &quot; 3.50</td>
</tr>
<tr>
<td>F-2</td>
<td>Home Steam Laundry, City</td>
<td>Laundry 3.01</td>
</tr>
</tbody>
</table>

Moved by Collins and seconded by Reynolds that the foregoing pay rolls, claims and expense accounts be allowed as presented by Dr. Williams and paid from the funds provided for payment of same, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Reynolds, Shatzel. Nays, none. Motion declared carried.

Mr. Steinle reported that he had received word from The Hydraulic Press Brick Co. that shipments of brick for completion of Training School building would be made within a few days.

Mr. Brandt presented and discussed his plans and specifications for landscape improvement of the Court Street approach to the Administration Building and gave suggestions as to its division into proper units. After considerable discussion it was moved by Collins, seconded by Reynolds, that bids be received at the office of the Board of Trustees, Bowling Green State Normal College at 10:00 Saturday, Mar. 16, 1918, for landscape work upon plans and specifications drawn by Mr. Louis Brandt, the same to be for the work as a whole and by units, such units to be within the limits of $3000.00 each; all such plans, specifications, details, estimates, and units to have the signatures of approval of President H. B. Williams and Secretary J. E. Shatzel in advance of placing the advertisement for such bids. 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 at Bowling Green on Saturday, March 16, 1918, at 10 o'clock A. M. unless sooner convened by President Ganz.

All members voted aye. Motion declared carried.

Meeting adjourned.

Attest:  

[Signature] Secretary  

[Signature] President