5-21-1918

Board of Trustees Meeting Minutes 1918-05-21

Bowling Green State University

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Findlay, Ohio, May 21, 1916

Meeting of the Board of Trustees of Bowling Green State Normal College, held at Phoenix Inn, Findlay, Ohio, on Tuesday, May 21st, 1916, convening at 7 o'clock P. M.

Members present, President E. H. Ganz and Secretary J. E. H. Matzke. President of the College, Dr. H. B. Williams, and Contractor Carl Finch, representing The Pinch Engineering Co., also in attendance.

Several matters pertaining to the landscape work now in progress on the College Campus, particularly with regard to adjusting the contract of the Board with The Pinch Engineering Company to fit conditions as they have arisen during the progress of the work, were fully discussed but no definite action taken.

Dr. Williams presented for action of the Board the following pay rolls, member J. E. Collins participating by telephone communication, to-wit:-

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Hours</th>
<th>Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>H. B. Williams</td>
<td>President</td>
<td>1 mo.</td>
<td>150.33</td>
<td></td>
</tr>
<tr>
<td>E. O. Walker</td>
<td>Dean</td>
<td>1</td>
<td>220.16</td>
<td></td>
</tr>
<tr>
<td>G. W. Beattie</td>
<td>Instructor</td>
<td>1</td>
<td>231.33</td>
<td></td>
</tr>
<tr>
<td>F. G. Beyermann</td>
<td></td>
<td>1</td>
<td>200.00</td>
<td></td>
</tr>
<tr>
<td>C. J. Kiery</td>
<td></td>
<td>1</td>
<td>222.22</td>
<td></td>
</tr>
<tr>
<td>Mary T. Chapin</td>
<td></td>
<td>1</td>
<td>172.22</td>
<td></td>
</tr>
<tr>
<td>Nancy J. Church</td>
<td></td>
<td>1</td>
<td>111.11</td>
<td></td>
</tr>
<tr>
<td>Allan W. Grissom</td>
<td></td>
<td>1</td>
<td>144.44</td>
<td></td>
</tr>
<tr>
<td>Harriet S. Hayward</td>
<td></td>
<td>1</td>
<td>211.11</td>
<td></td>
</tr>
<tr>
<td>E. O. Hesser</td>
<td></td>
<td>1</td>
<td>211.11</td>
<td></td>
</tr>
<tr>
<td>W. P. Holt</td>
<td></td>
<td>1</td>
<td>222.22</td>
<td></td>
</tr>
<tr>
<td>Rea McCain</td>
<td></td>
<td>1</td>
<td>194.44</td>
<td></td>
</tr>
<tr>
<td>Ruth McCann</td>
<td></td>
<td>1</td>
<td>127.77</td>
<td></td>
</tr>
<tr>
<td>Donna Martin</td>
<td></td>
<td>1</td>
<td>131.33</td>
<td></td>
</tr>
<tr>
<td>H. L. Moseley</td>
<td></td>
<td>1</td>
<td>231.33</td>
<td></td>
</tr>
<tr>
<td>J. R. Overman</td>
<td></td>
<td>1</td>
<td>231.33</td>
<td></td>
</tr>
<tr>
<td>J. E. Talbot</td>
<td></td>
<td>3 wks.</td>
<td>156.06</td>
<td></td>
</tr>
<tr>
<td>C. E. Douglass</td>
<td></td>
<td>3</td>
<td>150.00</td>
<td></td>
</tr>
<tr>
<td>L. L. Winslow</td>
<td></td>
<td>1 mo.</td>
<td>222.22</td>
<td></td>
</tr>
<tr>
<td>J. W. Zeiler</td>
<td></td>
<td>1</td>
<td>222.22</td>
<td></td>
</tr>
<tr>
<td>W. L. Spencer</td>
<td></td>
<td>1</td>
<td>194.44</td>
<td></td>
</tr>
<tr>
<td>Harriett Z. Campbell</td>
<td></td>
<td>1</td>
<td>83.33</td>
<td></td>
</tr>
<tr>
<td>T. P. Starkey</td>
<td>Librarian</td>
<td>1</td>
<td>100.00</td>
<td></td>
</tr>
<tr>
<td>Marie K. Simpson</td>
<td></td>
<td>1</td>
<td>76.19</td>
<td></td>
</tr>
<tr>
<td>Rose M. Wensinger</td>
<td>ASt. Librarian</td>
<td>1</td>
<td>110.66</td>
<td></td>
</tr>
<tr>
<td>Effie Alexander</td>
<td>Critic Teacher</td>
<td>1</td>
<td>111.11</td>
<td></td>
</tr>
<tr>
<td>Maude Cottingham</td>
<td></td>
<td>1</td>
<td>111.11</td>
<td></td>
</tr>
<tr>
<td>C. Myrtle Dann</td>
<td></td>
<td>1</td>
<td>111.11</td>
<td></td>
</tr>
<tr>
<td>Elia Holley</td>
<td></td>
<td>1</td>
<td>116.66</td>
<td></td>
</tr>
<tr>
<td>Lucy H. Meacham</td>
<td></td>
<td>1</td>
<td>116.66</td>
<td></td>
</tr>
<tr>
<td>Grace W. Poorbaugh</td>
<td></td>
<td></td>
<td>735.04</td>
<td></td>
</tr>
<tr>
<td>F. W. Toan</td>
<td>Financial Clerk</td>
<td>10 days</td>
<td>100.00</td>
<td>17.04</td>
</tr>
<tr>
<td>Marion Griffeth</td>
<td>Clerk</td>
<td>10 days</td>
<td>66.66</td>
<td>24.09</td>
</tr>
<tr>
<td>A. C. Albaugh</td>
<td>Chief Engineer</td>
<td>1 mo.</td>
<td>90.00</td>
<td></td>
</tr>
<tr>
<td>John Meyers</td>
<td>Janitor</td>
<td>1</td>
<td>60.00</td>
<td></td>
</tr>
<tr>
<td>LaVerne Milesworth</td>
<td>Stenographer</td>
<td>1</td>
<td>60.00</td>
<td></td>
</tr>
<tr>
<td>M. O. Campbell</td>
<td>Engineer</td>
<td>1</td>
<td>75.00</td>
<td></td>
</tr>
<tr>
<td>W. E. Frost</td>
<td>Janitor</td>
<td>1</td>
<td>20.00</td>
<td></td>
</tr>
<tr>
<td>Mrs. Bessie Stewart</td>
<td>Janitress</td>
<td>56 da.</td>
<td>1.80</td>
<td>9.90</td>
</tr>
<tr>
<td>Oscar Richards</td>
<td>Farmer</td>
<td>1 mo.</td>
<td>60.00</td>
<td></td>
</tr>
<tr>
<td>Mary Helen Case</td>
<td>Stud. Asst.-Library</td>
<td>73 hrs.</td>
<td>15%</td>
<td>10.99</td>
</tr>
<tr>
<td>Lois Crawford</td>
<td></td>
<td>49</td>
<td>35 min.x 15%</td>
<td>7.44</td>
</tr>
<tr>
<td>Mabel Harris</td>
<td></td>
<td>64</td>
<td>15%</td>
<td>9.64</td>
</tr>
<tr>
<td>Beulah Jarrett</td>
<td></td>
<td>76</td>
<td>15%</td>
<td>11.40</td>
</tr>
<tr>
<td>Julia Schroeter</td>
<td></td>
<td>26</td>
<td>15%</td>
<td>3.68</td>
</tr>
<tr>
<td>Hilda Meng</td>
<td></td>
<td>13</td>
<td>15%</td>
<td>1.95</td>
</tr>
<tr>
<td>Mary Helen Case</td>
<td></td>
<td>15 da.</td>
<td>2.75</td>
<td>52.25</td>
</tr>
<tr>
<td>Arthur Bufffield</td>
<td>Farm Laborer</td>
<td>19 hrs.</td>
<td>20%</td>
<td>1.20</td>
</tr>
</tbody>
</table>

Dr. Williams presented the following claims and expense accounts for action of the Board, to-wit:-

1915-16 Appropriations

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Material for Lab. &amp; Dairy Room</td>
<td>32.00</td>
</tr>
<tr>
<td>Connecting apparatus in Soil Lab. &amp; Dairy Room</td>
<td>32.95</td>
</tr>
</tbody>
</table>
### 1917-18 Appropriations

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1</td>
<td>62.96</td>
</tr>
<tr>
<td>A-2</td>
<td>19.25</td>
</tr>
<tr>
<td>C-2</td>
<td>1.25</td>
</tr>
<tr>
<td>C-3</td>
<td>1.05</td>
</tr>
<tr>
<td>C-4</td>
<td>4.85</td>
</tr>
</tbody>
</table>

#### A-1 Finance Clerk
- Marion Griffett, City
- Salary for 17 days

#### A-2 Campbell & Coller, City
- Labor in setting six toilet bowls
- Labor in Power House

#### C-2 Royce & Coon Grain Co., City
- Grinding
- Bran, middlings, etc.

#### C-3 T. & O. C. Ry., City
- Freight on coal
- Unloading coal

#### C-4 Lake Erie Coal Co., Cleveland
- Coal

#### C-5 The Sentinel Tribune, City
- Mimeo graph paper

#### C-6 A. J. Nystrom & Co., Chicago
- Maps

#### C-7 Mcintosh Stereopticon Co., Chicago
- Lantern slide boxes

#### C-8 English Bros., City
- Meat

#### C-9 Lehmann Bros., City
- Strainer cloth

#### C-10 Royce & Coon Grain Co., City
- Material for Home Econ. Dept.
- Ice

#### C-11 Hopper Hardware Co., City
- Groceries

#### C-12 A. Nitschke, Toledo
- Milk

#### C-13 E. Hughes & Co., City
- Supplies for Physics Dept.

#### C-14 Beckley-Carney Co., Chicago
- " Train. School

- " Botany

#### C-16 Hopper Hardware Co., City
- " Ind. Arts
- " Trg. School

#### C-17 F. H. Prieur, City
- White enamel

#### C-18 Wood Co., Improvement Ass'n, City
- Seed corn

#### C-19 Wood Co., Savings Bank Co., City
- Government seed corn

#### C-20 J. S. Brigham & Son, City
- Salvia plants

#### C-21 Banting Machine Co., Toledo
- Seeds and bulbs

#### C-22 Royce & Coon Grain Co., City
- Seeds

#### C-23 Lake Erie Coal Co., Cleveland
- Clover seed

#### C-24 The Central Ohio Paper Co., Columbus
- Vanilla paper

#### C-25 Mentor Association, N.Y. City
- 54 copies of The Mentor

#### C-26 English Bros. & Co., City
- Groceries

#### C-27 College Farm, City
- Milk

#### C-28 Westinghouse Machine Co., Toledo
- Seeds

#### C-29 Page-Phillips Seed Co., Toledo
- Seeds

- Packing

#### C-31 Standard Oil Co., Cleveland
- Cylinder Oil

#### C-32 Toledo Janitor Supply Co., Toledo
- Towels and toilet paper

#### D-1 Campbell Bros., City
- Handles for forks & shovels

#### D-2 Johnson Service Co., Chicago
- Valve stem & leather cups

#### D-3 A. Mitsche, Toledo
- Binding and books for library

#### D-4 A. C. McClurg & Co., Chicago
- Library books

#### D-5 A. C. McClurg & Co., Chicago
- " Latin dictionary

#### D-6 American Book Co., Cincinnati
- Bird skins

#### D-7 Ward's Nat. Sci. Establishment, Rochester, N.Y.
- " Microscope slides

#### D-8 Silver, Burdett & Co., Chicago
- " Books for Train. School

#### D-9 Scott, Foreman & Co., Chicago
- " Sewing machines

#### D-10 Singer Sewing Mach. Co., City
- " Bulletin board

#### D-11 Ohio State Reformatory, Mansfield
- " Books for Train. School

#### D-12 Little, Brown & Co., Boston
- " Geographic maps

- " Roman prints in frames

#### D-14 Detroit Publishing Co., Detroit
- " Equip. for Physics Dept.

- " Train. School

#### D-16 Beckley-Carney Co., Chicago
- " Card cutter

#### D-17 C. S. Brimley, Raleigh, N.C.
- " Flax

- " Equip. for Botany

#### D-19 A. G. Spaulding & Bros., Cleveland
- " Equip. for Athletics

#### D-20 Hopper & Haas., Co., City
- " Equip. for Home Econ.

#### D-21 Frederick B. Wright, mgr.
- " Lantern slides

#### D-22 Houghton Mifflin Co., Chicago
- " Books for Train. School

#### D-23 Rand McNally & Co., Chicago
- " Water for April

#### D-24 Campbell Bros., City
- " Repairs for farm machinery

#### D-25 City Water Co., City
- " Water for April
Moved by Shatzel and seconded by Collins that said pay rolls, claims and expense accounts be allowed and paid from the funds provided for payment of same, fund designation to be made by Dr. Williams. Voting aye: Ganz, Collins, Shatzel. Nays, none. Motion declared carried.

Meeting adjourned to re-convene on call of President Ganz.

Attest:
Securey

President

Bowling Green, Ohio, June 4, 1918

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 4th, 1918, convening at 11 o'clock.

Members present: President E. H. Ganz, Treasurer F. x. Reynolds, Secretary J. E. Shatzel.

Absent: Vice President J. N. Collins, President of the College, Dr. H. B. Williams, Contractor Carl Steinle, and Mr. Edwards, representing the architects, also in attendance.

Minutes of previous meetings read and approved.

Dr. Williams presented and read a letter from the Attorney General of Ohio concerning the commission contract entered into by the Board with Mr. Brandt. Moved by Reynolds and seconded by Shatzel that said contract be amended by interlineation, as suggested by the Attorney General, so that it may appear that said contract covers only the present work being done by The Finch Engineering Company on the College campus. All members voted aye. Motion declared carried.

Dr. Williams reported that he and Mr. Brandt had gone to Columbus to arrange for the filing and approval of amended plans and specifications, particularly with reference to the entrance way at Thurstin Avenue and rock excavation, and that said plans and specifications had now been prepared as suggested by the state authorities and were ready for action of the Board. Moved by Reynolds and seconded by Shatzel that said plans and specifications be approved as supplemented and amended and that the President and Secretary be authorized to sign same, as well as the certification of change in contract, etc., for and on behalf of the Board.


Dr. Williams nominated the following teaching staff for the summer sessions of 1918, to-wit:-

- G. W. Beattie: 300.00
- F. G. Beyermann: 270.00
- C. J. Biery: 300.00
- Mary T. Chapin: 232.50
- Allan W. Grissom: 200.00
- Wm. F. Holt: 300.00
- Ruth McConn: 172.50
- E. L. Moseley: 300.00
- J. R. Overman: 300.00
- C. H. Douglass: 300.00
- L. L. Winslow: 300.00