11-1-1919

Board of Trustees Meeting Minutes 1919-11-01

Bowling Green State University
Moved by Shatzel, seconded by Reynolds, that Louis Brandt furnish Board of Trustees with his plans and specifications for improvement of grounds: side walk on west side of Wayne between Court and Wooster Streets; parking strip on west side of Wayne from Wooster to Court Street; grading about dormitory; on Court Street side and Wayne Street side; grading about science building; side walk to main entrance to science building; side walk from circle to side walk leading to front entrance to science building on east side of Wayne Street; grading on west side of side walk on Wayne Street from Wooster to Court Street, seventeen (17) feet back; side walk on west side of Wayne Street from Court to Ridge Street; beds for shrubbery around dormitory; administration and science buildings; and that Board of Trustees agrees to pay said Louis Brandt a commission of five per cent (5%) of the sum actually expended for such work, it being understood that the employment of said Louis Brandt is to be on the same terms as his employment for that improvement south of the Circle. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

Moved by Shatzel, seconded by Reynolds, that the following resignations be accepted: Marie Simpson and Lucy Meacham. Motion carried, all voting yes.

Moved by Shatzel, seconded by Reynolds, that the appointment of the following instructors by Dr. Williams be confirmed and that the salaries of said teachers be fixed by the Board as indicated. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

Grace M. Anderson $1,350
G. W. Beattie 2,000
G. J. Behrens 2,400
C. J. Biery 2,700
Delia C. Briggs 1,100
James W. Cartright 1,000
J. Y. Crowley 1,000
Lura M. Dean 1,300
Harriet S. Hayden 2,200
E. G. Hensar 2,600
Laura Heyton 1,500
W. F. Holt 2,700
F. P. Jones 2,100
Herbert Kimmel 2,200
Abbie Leatherberry 1,100
Nebel J. Light 1,300
Rea McCain 2,000
Mabel R. Marshall, Librarian 1,300
E. L. Mosely 2,700
Caroline Olesen 1,600
J. R. Overman 2,600
Grace P. Oronough 1,400
C. F. Rees 2,000
Bertha Schrager 1,100
Mrs. Maude Sharp, 12 months 1,000
W. L. Spencer 1,400
R. G. Walker 2,750
J. W. Zeller, half-time 1,250

Moved by Reynolds, seconded by Shatzel that the appointment of the following employees by Dr. Williams be confirmed and that the salaries of said employees be fixed by the Board as indicated. Motion carried, the vote being: yes, Ganz, Shatzel, Reynolds.

R. A. Bauer, Financial Clerk, Effective Aug. 4 $1,500
Marguerite P. Lamb, Clerk-Stenographer, Effective Aug. 4 900
Pearl Heiser, Stenographer, Effective July 1 720
A. C. Albaugh, Chief Engineer, Effective July 1 1,080
C. W. Hothers, Fireman, Effective July 1 900
Orin Listy, Fireman, Effective July 1 900
John Meyers, Janitor, Effective July 1 870
W. E. Frost, Janitor, Effective July 1 610
Mrs. Wilda Martin, Janitress, Effective July 1 $1,600 per month

Upom motion the Board adjourned to meet at the call of the President.

Attest: F. E. Reynolds, Secretary
            H. B. Williams, President.
Proceedings, Trustees Bowling Green Normal College

The following communication from Dr. Williams to members of the Board of Trustees was read and ordered made a matter of record:

October 27th, 1919

To the Members of the Board of Trustees
State Normal College

Gentlemen:

This is to advise you that according to the advertisement now running, bids will be received up to one P.M. on Saturday, November first, for the improvement of Wayne Street from the Circle south to Wooster Street.

At a meeting of the Board of Trustees with the State Emergency Board, relative to the completion of the Training School Building, on October 13th, it was suggested that, inasmuch as prices were so unstable, the Board of Trustees solicit bids from contractors for the completion of the work and the Building Commission would waive advertising. Accordingly the Board of Trustees requested Mr. Merriam, the Architect, to file the necessary papers with the Building Commission and to secure competitive bids as soon as possible.

In a telephone conversation with Mr. Merriam on the 24th instant, he stated that he would be ready with bids on November first.

In view of these important items of business, I am taking the liberty, after conferring with Bpt. Collins, President of the Board of Trustees, at Toledo, on the 24th instant, to call a meeting of the Board on Saturday, November first, at one P.M. I hope every member can be present.

Very truly yours,

H. B. Williams

The following communication from R. J. Merriam, Architect, was read and ordered made a matter of record:

NOTICE TO BIDDERS

Sealed proposals will be received by the Board of Trustees of the Bowling Green State Normal College, at the Board's Office, Bowling Green, Ohio, until One O'clock P.M. of November the First, 1919, for the completion of Training School and Connecting Corridor, according to plans and specifications filed with the Auditor of State, A. V. Donahue; the Secretary of the Board of Trustees, F. H. Reynolds, Wapakoneta, Ohio, and the Architect, R. J. Merriam, Columbus, Ohio.

Proposals will be received including all construction and equipment necessary to complete the work - as called for in plans and specifications and covered by Items (1) to Sixteen (16) inclusive.

Proposal will be received for the completion of the General Construction, including Items One (1) to Twelve (12) inclusive, and Item Sixteen (16).

Separate Proposals will be received for Item Thirteen (13), Item Fourteen (14), and Item Fifteen (15).

Proposals submitted, shall be on forms furnished upon application to the Architect.

Each proposal submitted shall contain the full name of every person interested in name, and be accompanied by a sufficient surety equal to the total amount of bid. (See form of the State of Ohio Bond attached to blank proposal).

This surety in case bidder is successful, to continue as Contractors Bond, subject to the approval of the Attorney General.

The Owner reserves the right to reject any or all bids.

OUTLINE FORM OF PROPOSAL

ITEM 1. EXCAVATION AND GRADING

ITEM II. CONCRETE & CEMENT WORK

ITEM III. STEEL WORK

ITEM IV. CUT STONE

ITEM V. BRICK WORK

ITEM VI. TILES, MARBLE & SLATE WORK

ITEM VII. LATHING & PLASTERING

ITEM VIII. CARPENTER WORK

ITEM IX. ROOFING & SHEET METAL WORK

ITEM X. PAINTING & GLAZING

ITEM XI. IRON & STEEL
ITEM. XII. ORNAMENTAL IRON.
XIII. ELECTRICAL WORK.
XIV. PLUMBING.
XV. HEATING & VENTILATING.
XVI. LIGHTING FIXTURE ALLOWANCE.

NOTES.

I. Contractors should visit the Building before figuring the work, as it is the intention to take the Building in its present condition; making good all defects, supplying any omissions, installing all equipment required under the different headings, and furnishing necessary labor to carry the work to completion as originally intended and as shown on plans and described in specifications.

II. Item XVI. is an allowance of Eleven Hundred Dollars ($1,100.00) to be included in all bids contemplating the entire work, in all General Construction Bids, and in all separate bid on Electrical Work. The above amount to be at the disposal of the Owner for applying on purchase of Lighting Fixtures and Lamps.

Moved by Shatzel, seconded by Brown, that the hour having arrived for the opening of bids for the completion of the Training School building the Board should proceed to open bids, the vote being, yes:—Ganz, Brown, Shatzel, Reynolds. Motion carried.

The following bids on the several items as given in "Notice to Bidders" by R. J. Merriam, architect, were read:-

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>G.W. Doerzbach &amp; Bro. Sandusky, O.</td>
<td>$72,469.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L.C. Politz &amp; Sons Columbus, O.</td>
<td>56,600.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H.C. McColl Columbus, O.</td>
<td>60,400.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Huffman-Wolfe Co. Columbus, O.</td>
<td></td>
<td>$115,740.00</td>
<td>$12,233.00</td>
<td></td>
</tr>
<tr>
<td>The S.A. Esswein Heating &amp; Plumbing Co. Columbus, O.</td>
<td></td>
<td>$17,210.00</td>
<td>$14,185.00</td>
<td></td>
</tr>
<tr>
<td>A.T. Reynolds Columbus, O.</td>
<td>$16,835.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Bryce Heating &amp; Ventilating Co. Toledo, O.</td>
<td></td>
<td>11,470.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>R. Hartz &amp; Co. Ltd. Toledo, O.</td>
<td></td>
<td>11,972.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The McKeever Elec. Co. Columbus, O.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Moved by Shatzel, seconded by Brown, that the President of the College and Secretary of the Board arrange a meeting with the Emergency Board of Ohio at earliest possible date and that a meeting of this Board be arranged for the same date, the Secretary to notify members as soon as arrangements have been made. Motion carried.

Moved by Shatzel, seconded by Reynolds, that the hour having arrived for the opening of bids for the improvement of the College grounds the Board should proceed to open bids, the vote being, yes:—Ganz, Brown, Shatzel, Reynolds. Motion carried.

The following bid from the Finch Engineering Company was read:-

Bids for the Improvement of Wayne Street from Circle to Wooster Street.

<table>
<thead>
<tr>
<th>Contractors</th>
<th>Grading</th>
<th>Drainage</th>
<th>Stone Removing Trees</th>
<th>Removing Board Walk</th>
<th>Paving</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finch Engineering Co. Bowling Green, O.</td>
<td>$1431.60</td>
<td>$591.60</td>
<td>$45.20</td>
<td>$100.00</td>
<td>$5.00</td>
<td>$3642.00</td>
</tr>
</tbody>
</table>

The President announced the bid was more than the estimate and would thus have to be refused consideration.

Dr. Williams turned over to Treasurer Brown $305.59 balance on year 1918-1919 from farm sales, miscellaneous items and fees.

The following communication from Hon. John G. Price, Attorney General of Ohio, to Dr. Williams was read and ordered made a matter of record.
STATE OF OHIO
OFFICE OF THE ATTORNEY GENERAL
COLUMBUS

OPINION 751

The Board of Trustees of the
Bowling Green State Normal College,
Bowling Green, Ohio

Gentlemen:

There has this day been submitted to me for my approval, as per
section 2314 G.C., a contract between your board and Mr. Louis Brandt,
Landscape Architect, relative to certain contemplated improvements at
your institution.

I have approved said contract and am this day filing same, with
my said approval indorsed thereon, with the auditor of state.

Respectfully,

JOHN G. PRICE
Attorney General.

Dr. Williams read a list of transfers of money requested of the Budget Commissioner
of Ohio as follows:-

APPLICATION FOR TRANSFER
Bowling Green, Ohio, Oct. 14, 1919

To W. T. Donaldson,
Budget Commissioner.

Application is hereby made to the Controlling Board to transfer and reapportion
funds as follows:

House Bill No 536 General Assembly.

State exactly why classification, to which transfer is desired, is inadequate:--

TRANSFERS
(a) $2750.00 from A-1, Dean, to A-1, Professors, Instructors and Other Employees
(b) $60.00 from A-2, Wages, to A-1, Two Janitors

REAPPORPTIONMENT
(a) A-1, Two Extension Lecturers $4000.00 as follows: One at $2300.00, and one at
$1700.00.
(b) If transfer (b) above is allowed, reapportionment A-1, Two Janitors, $1500.00 plus
$60.00, as follows: One at $900.00 per year, and one at $840.00.

EXPLANATIONS
1. Transfer (a) To increase salary of Dean so as to properly recognize responsibility
and executive ability demanded by the position.
2. Reapportionment (a) To adjust salaries of two extension teachers on a basis of
experience and other qualifications.
3. Transfer (a) and Reapportionment (b) To put salaries of two janitors on same basis
as year 1918-1919.

Transfer is desired not later than (at once)

Signed

H. B. Williams
Department of Commission.

State of Ohio
R.M.Pullington, Commissioner
Columbus

October Seventeenth,
Nineteen Nineteen

Dr. H.B.Williams, President,
Bowling Green State Normal School,
Bowling Green, Ohio.

Dear Sir:-

Your application for transfer of $2,750.00 from A-1 Dean to
A-1 Professors, Instructors & Other Employees was deferred by the Control-
ling Board. That of $60.00 from A-2 Wages to A-1, 2 Janitors was allowed.

The reapportionment of salaries of two Janitors was allowed as follows: One at $900.00 per annum 1/2 " 450.00 
Reapportionment for two Extension Teachers was One at $2,300.00 per annum 1/2 " 1,500.00 1/2 " 800.00

Very truly yours,

Sam Bakin
Secretary.

The following communications from Herbert Kimmel were read and ordered made a matter of record.

October 31, 1919.

President and Board of Trustees,
State Normal College,
Bowling Green, Ohio.

Mrs: At a recent meeting of the Teachers' Association of the Bowling Green State Normal College E. O. Walker and Herbert Kimmel were appointed members of a committee on salaries to cooperate with the Board of Trustees in using its influence to secure from the legislature soon to meet in an adjourned session a more equitable salary schedule for the members of the faculties of our five state educational institutions.

Very truly yours,

HERBERT KIMMEL
Secretary-Treasurer

October 31, 1919.

To the President and Board of Trustees of
The State Normal College of
Bowling Green, Ohio.

The Members of the Faculty of the Bowling Green State Normal College have directed me to thank the President for recommending and the Board of Trustees for granting us an increase in our salaries.

Very sincerely yours,

HERBERT KIMMEL
Secretary-Treasurer.

Moved by Shatzel, seconded by Brown, that the President appoint a committee to cooperate with similar committees from other state educational institutions on salary re-adjustments for faculty members. Motion carried.

The President thereupon appointed J. E. Collins and E. Reynolds to represent this Board.

Moved by Shatzel, seconded by Brown that estimate No. 2 for $21.43.53 on General Purpose Barn and Silo by Cull & Schwab be allowed and ordered paid upon presentation of receipted bills covering all labor and material used in work and after certain changes are made as recommended by the architect to the satisfaction of Dr. Williams, the vote being, yes:- Ganz, Brown, Shatzel, Reynolds. Motion carried.

Dr. Williams made statement of expenditures for the year ending June 30, 1919, and the same was ordered made a matter of record.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agriculture</td>
<td>$1225.64</td>
</tr>
<tr>
<td>Bacteriology</td>
<td>10.23</td>
</tr>
<tr>
<td>Biology</td>
<td>589.45</td>
</tr>
<tr>
<td>Chemistry</td>
<td>456.04</td>
</tr>
<tr>
<td>Commencement Speaker</td>
<td>100.00</td>
</tr>
<tr>
<td>Communication</td>
<td>130.45</td>
</tr>
<tr>
<td>English</td>
<td>69.07</td>
</tr>
<tr>
<td>Traveling Expense</td>
<td>2130.50</td>
</tr>
<tr>
<td>Foreign Language</td>
<td>71.67</td>
</tr>
<tr>
<td>Freight, Drayage &amp; Express</td>
<td>154.17</td>
</tr>
<tr>
<td>Fuel (Incl. Frt. &amp; Hauling)</td>
<td>3692.29</td>
</tr>
<tr>
<td>General Plant</td>
<td>6399.71</td>
</tr>
<tr>
<td>Geology</td>
<td>752.02</td>
</tr>
<tr>
<td>Salaries</td>
<td>57610.73</td>
</tr>
<tr>
<td>Wages</td>
<td>14516.76</td>
</tr>
<tr>
<td></td>
<td>72127.47</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>History</td>
<td>$54.00</td>
</tr>
<tr>
<td>Home Economics</td>
<td>43.10</td>
</tr>
<tr>
<td>Industrial Arts</td>
<td>556.97</td>
</tr>
<tr>
<td>Library</td>
<td>2090.07</td>
</tr>
<tr>
<td>Mathematics</td>
<td>157.12</td>
</tr>
<tr>
<td>Moving &amp; Repair. Houses</td>
<td>106.62</td>
</tr>
<tr>
<td>Music</td>
<td>160.60</td>
</tr>
<tr>
<td>Office</td>
<td>627.75</td>
</tr>
<tr>
<td>Physics</td>
<td>266.82</td>
</tr>
<tr>
<td>Physical Training</td>
<td>161.52</td>
</tr>
<tr>
<td>Training School</td>
<td>557.96</td>
</tr>
<tr>
<td>Cement Walks, etc.</td>
<td>6076.30</td>
</tr>
<tr>
<td>Training School Bldg.</td>
<td>6891.53</td>
</tr>
<tr>
<td></td>
<td>34048.00</td>
</tr>
</tbody>
</table>
Moved by Shatzel, seconded by Brown, that the following bills, and payroll be allowed and ordered paid, the fund designation to be made by Dr. Williams; the vote being, yes: Ganz, Brown, Shatzel, Reynolds. Motion carried.

- M. B. Williams
  - President
  - 1 mo.
  - $358.33
- E. G. Walker
  - Dean
  - 1
  - 229.16
- Mrs. Maude Sharp
  - Dean of Women
  - 1
  - 133.33
- C. J. Beene
  - Extension Instructor
  - 1
  - 257.51
- Paye Bonnet
  - 1
  - 63.33
- G. W. Bessette
  - Instructor
  - 1
  - 311.10
- F. G. Meyer
  - 1
  - 246.66
- C. J. Biery
  - 1
  - 300.00
- James Carmichael
  - 1
  - 200.00
- D. C. Cromley
  - 1
  - 200.00
- E. W. Heiser
  - 1
  - 266.66
- W. F. Holt
  - 1
  - 300.00
- F. P. Jones
  - 1
  - 233.32
- Herbert Kimmel
  - 1
  - 244.44
- E. L. Hoxley
  - 1
  - 300.00
- J. R. Overman
  - 1
  - 311.10
- J. W. Zeller
  - 1
  - 136.66
- Harriet S. Hayward
  - 1
  - 244.44
- Laura Keaton
  - 1
  - 166.66
- Ethel J. Light
  - 1
  - 144.44
- Rea McCain
  - 1
  - 222.22
- Caroline Wielson
  - 1
  - 177.76
- Grace Anderson
  - Critic Teacher
  - 1
  - 150.00
- Della C. Briggs
  - Do
  - 1
  - 144.44
- Laura M. Dean
  - 1
  - 144.44
- Abbie Leatherberry
  - 1
  - 144.44
- Grace Poorbaugh
  - 1
  - 125.54
- Bertha Wringler
  - 1
  - 144.44
- Mabel E. Marriott
  - Librarian
  - 1
  - 144.44
- John Stitt
  - Instr. in Phys. Ed.
  - 200.00
- R. A. Bauer
  - Financial Clerk
  - 1 mo.
  - $125.00
- Margarette Lamb
  - Clerk
  - 1
  - 75.00
- Pearl Ober
  - Stereographer
  - 1
  - 90.00
- A. C. Albaugh
  - Chief Engineer
  - 1
  - 75.63
- John Meyers
  - Janitor
  - 1
  - 70.00
- Wm. E. Frost
  - 1
  - 75.00
- C. W. B-others
  - Helper, Power House
  - 1
  - 75.00
- Orrin Lundy
  - 1
  - 75.00
- Mrs. W. Martin
  - Janitress
  - 26 da. @ $1.60 per da.
  - 41.60
- Gertrude Hoffman
  - Stu. Amt. Library
  - 30 hrs. @ $1.25 per hr.
  - 37.50
- Gertrude Phoenix
  - Do
  - 50
  - @ $1.50 per do.
  - 60
- Howard Lovejoy
  - 9
  - @ $1.15 per
  - 10.35
- Mary Weil
  - 13
  - @ $1.15
  - 1.95
- Nelle Joff
  - 16
  - @ 1.50
  - 2.70
- Edna Peterson
  - 17
  - @ 1.50
  - 2.55
- Florence Von Stein
  - 30
  - @ 1.50
  - 4.50
- Clove M. Sowen
  - Stu. Amt. Garden
  - 20
  - @ $1.10
  - 22
- Lester Pauk
  - 17
  - @ 30
  - 510
- Howard Han
  - 16
  - @ 4.60
  - 73.60

1918-1919 Appropriation

- C-1
  - Cleveleary's Store
  - Cheese Cloth
  - 4
  - $6.00
- R. M. Butler
  - Iodine, etc.
  - 4
  - 60
- C-11
  - Hopper Hdw. Co.
  - Screens & Tacks
  - 16
  - 69
- E-5
  - Hopper Hdw. Co.
  - Trough & Novel
  - 5
  - 50
- E-6 Other
  - J. D. Gerken Co.
  - Blower System
  - 753
- E-6 Library
  - Grand Rapids Board of Education
  - School survey
  - 1
  - 10
- The MacMillan Co.
  - Books
  - 75
- E-6 Other
  - Beermaker Co.
  - Percussion Bells
  - 22
  - 00
- Jackson Piano Co.
  - Three pianos
  - 624
- G-1 Training School
  - Ohio State Reformatory
  - Furniture
  - 1926

1919-1920 Appropriation

- A-2 Wages
  - Virginia Plumbing Co.
  - Labor on cab.
  - 17
  - 15
- C-8
  - English Bros.
  - Groceries
  - 75
  - McCrory & Aller
  - Dryells
  - 2.40
  - Underwood Tappex Co.
  - Rent for two months
  - 60
  - Dennison Mfg. Co.
  - Card Holders
  - 3.50
  - Masse Bros.
  - Groceries, Home Economics
  - 16.55
- A. E. Hughes & Co.
  - Ice
  - 45
The Board of Trustees of the Bowling Green State Normal College met on above date at the Neil House, Columbus, with President J. E. Collins in the chair and Vice-President E. H. Ganz, J. E. Shatzel and Secretary F. E. Reynolds present. Dr. H. B. Williams, President of the College, was also present.

The following communication from the Emergency Board to Dr. Williams was read and upon motion by Shatzel, seconded by Ganz, was ordered made a part of the records, the vote being, yes:- Collins, Ganz, Brown, Shatzel, Reynolds. Motion declared carried.

BOWLING GREEN STATE NORMAL COLLEGE
Bowling Green, Ohio.

At a meeting of the Emergency Board, held in the office of the Auditor of State on November 5, 1919, you were, in accordance with the provisions of Sections 2312 and 2313, General Code of Ohio, granted an emergency allowance in the sum of FORTY-EIGHT THOUSAND EIGHTY-THREE and 60/100 ($48,083.60) DOLLARS, for the following purpose:

For Completing Training School Building. . . . $48,083.60.

A. V. MOHAN
Secretary, Emergency Board

J. E. Shatzel reported to the Board that a summons had been served on him in an action in the Common Pleas Court of Wood County, Ohio, in the case of the Carnahan Mfg. Co., against the Bowling Green State Normal College et al. In view of such summons:

Moved by Shatzel, seconded by Ganz, that inasmuch as all contractual relations heretofore existing between this Board and The Steinele Construction Company have been terminated, the Auditor of State be and he is hereby requested to determine, or cause to be officially