11-1-1919

Board of Trustees Meeting Minutes 1919-11-01

Bowling Green State University

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Proceedings, Trustees Bowling Green Normal College

September 22 1919

D. O. Simon
Alleen Beverstock

Student Aat. Garden 60¢ hrs. @ $0.30 per hr.  24.15
D. O. Simon
Alleen Beverstock

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 $1150
G. W. Beattie 2000
R. G. Beysmann 2400
C. J. Briegle 2700
Delia C. Briggs 1100
James W. Carmichael 1800
J. J. Crowley 1800
Lura M. Dean 1300
Harriet S. Hayward 2200
T. G. Hensler 2600
Laura Heston 1500
W. P. Holt 2700
F. P. Jones 2100
Herbert Kimmel 2200
Abbie Leatherberry 1100
Nellie J. Light 1300
Rea McCain 2000
Mabel R. Marshall, Librarian 1100
E. L. Motley 2700
Caroline Nealsen 1600
J. R. Overman 2600
Grace P. Craven 1400
C. F. Rees 2000
Bertha Scringer 1100
Mrs. Maude Sharp, 12 months 1000
W. L. Spencer 1400
M. G. Walker 2750
J. W. Zeller, half-time 1250

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 $1500
Marguerite P. Lamb, Clerk-Stenographer, Effective Aug. 4 900
Pearl Heiser, Stenographer, Effective July 1 720
A. G. Albaugh, Chief Engineer, Effective July 1 1080
C. W. Brothers, Fireman, Effective July 1 900
Orrin Lundy, Fireman, Effective July 1 900
John Heyers, Janitor, Effective July 1 670
W. E. Frost, Janitor, Effective July 1 610
Mrs. Maude Sharp, 12 months 1000
Mrs. Wilda Martin, Janitress, Effective July 1 $1 60 per day

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

Attest: J. E. Reynolds, Secretary

Bowling Green, Ohio, November 1, 1919.

The Board of Trustees of the Bowling Green State Normal College met on above date at their Rooms in the Administration Building with the Vice-President W. H. Ganz in the chair and Treasurer D. C. Brown, J. B. Shatzel and Secretary J. E. Reynolds present. Dr. H. B. Williams, President of the College was also present.

The minutes of the meetings of September 13, 1919 and September 22, 1919 were read and approved.
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 Bap. 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 Offices, 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. E. 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.

Proposals 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..........................LABOR..' MATERIAL........TOTAL.

ITEM II. CONCRETE & CEMENT WORK.........................

ITEM III. REINFORCED CONCRETE..........................

ITEM IV. CUT STONE...

ITEM V. BRICK WORK...

ITEM VI. TILES, MARBLES & 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. XIII. ORNAMENTAL IRON.
- XIV. ELECTRICAL WORK.
- XV. 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 ($1100.00) to be included in all bids contemplating the entire work, in all General Construction Bids, and in all separate bids for 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. Merriman, architect, were read:

**BIDS FOR COMPLETING TRAINING SCHOOL BLDG.**

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</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.G. Politz &amp; Sons Columbus, O.</td>
<td>56,600.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>H.C. McCall 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></td>
<td>$12,233.00</td>
<td></td>
</tr>
<tr>
<td>The A.A. Esswein Heating &amp; Plumbing Co. Columbus, O.</td>
<td></td>
<td></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></td>
<td>$11,972.00</td>
<td></td>
</tr>
<tr>
<td>R. Hartz &amp; Co. Ltd. Toledo, O.</td>
<td></td>
<td></td>
<td>$5,000.00</td>
<td></td>
</tr>
<tr>
<td>The McKeever Elec. Co. Columbus, O.</td>
<td></td>
<td></td>
<td>$5,540.00 No surety.</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>Finch Engineering Co. Bowling Green, O.</th>
<th>Grading</th>
<th>Drainage</th>
<th>Stone Removing</th>
<th>Trees</th>
<th>Paving</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>$143,160</td>
<td>$391.80</td>
<td>$45.20</td>
<td>$100.00</td>
<td>$5.00</td>
<td>$364.20</td>
<td>$5997.60</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

REAPPORTIONMENT
(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, $1680.00 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
BUDGET 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-
eling 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
" " $450.00 "
Reapportionment for two Extension Teachers was
One at $2,300.00 per annum
" " 1,500.00 "

Ver, truly yours,

Nan Maksin
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.

Brrs:

At a recent meeting of the Teachers' Association of the
Bowling Green State Normal College E. G. 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 co-
operate 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 J. E. Reynolds to represent this
Board.

Moved by Shatzel, seconded by Brown, that estimate No. 2 for $2102.53 on General Purpose
Barn and Sile by Corl & 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>Category</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Agriculture</td>
<td>$1,225.64</td>
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<tr>
<td>Bacteriology</td>
<td>10.23</td>
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<tr>
<td>Biology</td>
<td>659.45</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>2150.50</td>
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<tr>
<td>Foreign Language</td>
<td>71.67</td>
</tr>
<tr>
<td>Freight, Draage &amp; Express</td>
<td>154.17</td>
</tr>
<tr>
<td>Fuel (Incl. Ft. &amp; Hauling)</td>
<td>3692.29</td>
</tr>
<tr>
<td>General Plant</td>
<td>6399.71</td>
</tr>
<tr>
<td>Geography</td>
<td>752.02</td>
</tr>
<tr>
<td>Salaries</td>
<td>57,610.73</td>
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<tr>
<td>Wages</td>
<td>14,516.76</td>
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<tr>
<td>Total</td>
<td>$72,127.49</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</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>155.12</td>
</tr>
<tr>
<td>Moving &amp; Repair. Houses</td>
<td>106.62</td>
</tr>
<tr>
<td>Music</td>
<td>180.80</td>
</tr>
<tr>
<td>Office</td>
<td>627.75</td>
</tr>
<tr>
<td>Physics</td>
<td>268.82</td>
</tr>
<tr>
<td>Physical Training</td>
<td>181.32</td>
</tr>
<tr>
<td>Training School</td>
<td>657.96</td>
</tr>
<tr>
<td>Cement Works, etc.</td>
<td>6076.30</td>
</tr>
<tr>
<td>Training School Bldg.</td>
<td>6891.53</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$34,046.00</strong></td>
</tr>
</tbody>
</table>
Moved by Shatzel, seconded by Brown, that the following bills, and payrolls be allowed and ordered paid, the fund designation to be made by Dr. Williams, the vote being, yes:—

Ganz, Brown, Shatzel, Reynolds. Motion carried.

H. N. Williams 
President 
1 mo. 
$135.33

E. G. Walker 
Dean 
1 
229.16

Mrs. Maude Sharp 
Dean of Women 
1 
133.31

C. J. Bills 
Extension Instr. 
1 
257.51

Paye Bonnet 
Instructor 
1 
53.93

G. W. Sentell 
Instructor 
1 
311.10

F. G. Heffernan 
Instructor 
1 
266.66

C. J. Biery 
1 
300.00

James Carmichael 
1 
200.00

D. J. Trowley 
1 
200.00

K. G. Hesser 
1 
266.66

W. F. Holt 
1 
300.00

F. P. Jones 
1 
233.32

Herbert Kimmel 
1 
244.44

E. L. Mosley 
1 
300.00

J. R. Overman 
1 
311.10

J. W. Zeller 
1 
136.86

Harriet S. Hayward 
1 
266.66

Laura Heston 
1 
266.66

Ethel J. Light 
1 
144.44

Rea McCall 
1 
222.22

Caroline Hilsen 
1 
177.76

Grace Anderson 
Critic Teacher 
1 
160.00

Della C. Briggs 
Do 
1 
144.44

Lura M. Dean 
" 
1 
144.44

Abbie Leatherberry 
" 
1 
144.44

Grace Purgason 
" 
1 
139.54

Bertha Winter 
" 
1 
144.44

Mary E. Marshall 
Librarian 
1 
144.44

John Stitt 
Instr. in Phys. Ed. 
1 
200.00

R. A. Bauer 
Financial Clerk 
1 mo. 
$125.00

Margarette Lamb 
Clerk 
1 
75.00

Pearl Heber 
Stenographer 
1 
80.00

A. C. Albaugh 
Chief Engineer 
1 
90.00

John Meyers 
Janitor 
1 
75.63

Wm. E. Frost 
" 
1 
70.63

C. W. Hothers 
Helper, Power House 
1 
75.00

Orrin Lundy 
Do 
1 
75.00

Mrs. W. Martin 
Janitress 
26 da. @ 1.60 per da. 
41.60

Gertrude Hoffman 
Stu. Asst. Library 
35 hrs. @ 1.50 per hr. 
52.50

Gertrude Phoenix 
Do 
56 @ 1.50 
84.00

Baven Lovejoy 
Mary Walsh 
" 
9 @ 1.50 
13.50

Helle Tuth 
" 
16 @ 1.50 
24.00

Edna Peterson 
" 
17 @ 1.50 
25.50

Florence Van Stein 
" 
30 @ 1.50 
45.00

Clyoce Bowen 
Stu. Asst. Garden 
20 @ 1.50 
30.00

Lester Feorot 
Do 
17 @ 3.00 
51.00

Howard Ham 
" 
16 @ 3.00 
48.00

1918-1919 Appropriation

Cheese Cloth

Iodine, etc.

$6.00

$4.80

S. F. Hopper & Co.

Screen & Tacks

16.69

S. F. Hopper & Co.

Trough & Novel

5.50

S. E. Shergen & Co.

Blower System

753.00

Grand Rapids Board of Education

School survey

1.10

The MacMillan Co.

Books

75

Percussion Balance

22.00

Three pianos

624.00

Furniture

1926.50

A-2 Waggs

Labor on cab

17.15

English Bros.

Groceries

75

McCray & Aller

Bry cells

2.40

Underwood Typewriter Co.

Rent for two months

60.00

Dennison Mfg. Co.

Card holders

3.50

Wm. Bros.

Groceries, Home Economics

16.55

A. M. Hughes & Co.

Ice

45

1919-1920 Appropriation

1919-1920 Appropriation
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-2</td>
<td>E. M. Butler Cow’s Soap</td>
<td>$6.00</td>
</tr>
<tr>
<td>C-11</td>
<td>Montert WaterPurf. Co. Boiler Compound</td>
<td>$29.40</td>
</tr>
<tr>
<td></td>
<td>McCrory &amp; Aller Dry Cells</td>
<td>$8.27</td>
</tr>
<tr>
<td></td>
<td>The Handay Lumber Co. Lumber</td>
<td>$2.40</td>
</tr>
<tr>
<td></td>
<td>The Hopper Mw. Co. Screws &amp; Tacks</td>
<td>$4.42</td>
</tr>
<tr>
<td>E-3</td>
<td>Virginia Plumbing Co. Materials for fixing cable</td>
<td>$14.28</td>
</tr>
<tr>
<td>E-8</td>
<td>Wards National Science Nat. Maptha Cones</td>
<td>$3.40</td>
</tr>
<tr>
<td>E-9</td>
<td>L. Wolfe Mfg. Co. Repairs on Drinking Fountain</td>
<td>$5.55</td>
</tr>
<tr>
<td>F-8</td>
<td>The Ohio N. Pub. Service Co. Light &amp; Power for October</td>
<td>$45.20</td>
</tr>
<tr>
<td>F-10</td>
<td>T &amp; C. Mfg. Co. Freight &amp; Drayage</td>
<td>$30.56</td>
</tr>
<tr>
<td>F-11</td>
<td>E. Stert S. Hayward Traveling Expense for October</td>
<td>$15.45</td>
</tr>
<tr>
<td></td>
<td>Chas. F. Keebs Do</td>
<td>$9.35</td>
</tr>
<tr>
<td></td>
<td>Paye Bennett &quot; to October 21st&quot;</td>
<td>$21.34</td>
</tr>
<tr>
<td></td>
<td>E. H. Ganz &quot; 31&quot;</td>
<td>$9.00</td>
</tr>
<tr>
<td></td>
<td>F. E. Reynolds &quot; 28&quot;</td>
<td>$13.97</td>
</tr>
<tr>
<td></td>
<td>Paye Bennett &quot; 33&quot;</td>
<td>$26.46</td>
</tr>
<tr>
<td></td>
<td>D. C. Brown &quot; for October&quot;</td>
<td>$29.25</td>
</tr>
<tr>
<td></td>
<td>Paye Bennett &quot; to November 7th&quot;</td>
<td>$21.78</td>
</tr>
<tr>
<td></td>
<td>J. E. Shatzel &quot; 29&quot;</td>
<td>$14.90</td>
</tr>
<tr>
<td>F-7</td>
<td>Wood County Telephone Co. Tolls &amp; Service</td>
<td>$6.90</td>
</tr>
<tr>
<td>F-9</td>
<td>Home Steam Laundry Laundry, Home Economics</td>
<td>$6.14</td>
</tr>
<tr>
<td></td>
<td>J. M. Wilkins Dr</td>
<td>$4.61</td>
</tr>
<tr>
<td></td>
<td>F. W. Ives Expense on Barn Contract</td>
<td>$7.45</td>
</tr>
<tr>
<td>G-3</td>
<td>Houghton Mifflin Co. Rural School Intelligence Tests</td>
<td>$12.76</td>
</tr>
</tbody>
</table>

Moved by Shatzel, seconded by Brown, that estimate #2-Final amounting to $2102.53 of Corl & Schwab on Barn and Silo be allowed, the vote being, yes:-Ganz, Brown, Shatzel, Reynolds. Motion carried.

Upon motion the Board adjourned.

Attest: F. E. Reynolds Secretary.

President.

Columbus, Ohio November 7, 1919.

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. S. 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, 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 00/100 ($48,083.00) DOLLARS, for the following purpose:

For Completing Training School Building. . . . $48,083.00.

A. V. DONAHUE
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 Steinle Construction Company have been terminated, the Auditor of State be and he is hereby requested to determine, or cause to be officially