3-4-1922

Board of Trustees Meeting Minutes 1922-03-04

Bowling Green State University

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Proceedings, Trustees Bowling Green Normal College

February 16, 1922

There being no further business, the Board adjourned to meet on the call of the President.

ATTEST: 
Sec'y 
Pres.

Bowling Green, Ohio, March 4, 1922

The Board of Trustees of the Bowling Green State Normal College met at 1:00 P. M. in its office in the Administration building on the above date. The members present were Pres. J. E. Shatzel, Vice Pres. J. E. Collins, Sec. Dr. H. J. Johnston, and D. C. Brown. Dr. Williams, President of the College, was also present. Treas. E. H. Ganz was unavoidably absent.

The minutes of the meeting of February 16th were read and approved.

Dr. Williams read the following letter in accordance with instructions from the Board to Robert S. Harsh, State Architect and Engineer, which was ordered made a part of the record and reads as follows:

Hon. Robert S. Harsh
State Architect & Engineer
Columbus, O.

Dear Sir:

At a meeting of our Board of Trustees held on February 16, 1922, I was instructed to return, in accordance with your request of the 4th instant, the four copies of a contract between Leon C. Herrick, Director, Department of Highways and Public Works, and the firm of Langdon, Hobly & Gram, Architects, Toledo, which you sent us on December 30th, 1921.

With reference to the acceptability to our Board of the firm of S. P. Stewart & Son as Architects for the new Dormitory for Women and that they procure the assistance of R. J. Merriam, if possible, in
Proceedings, Trustees Bowling Green Normal College

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With reference to the acceptability to our Board of the firm of S. P. Stewart & Son as Architects for the new Dormitory for Women and that they procure the assistance of R. J. Merriam, if possible, in

Moved by Brown and seconded by Johnston, that Stewart & Son be selected as Architect for the new Dormitory for Women and that they procure the assistance of R. J. Merriam, if possible, in
drawing the plans, provided a satisfactory agreement can be reached between said parties with respect to terms of employment, and provided further that the Board has legal authority to make such contract. Voting aye: Shatzel, Johnston, Ganz, Brown. Motion carried.

On behalf of the Board, I wish to assure you that the resolution expresses the wishes of the Board and carries with it the endorsement of said firm for the work contemplated, and that it is the desire of the Board that a contract be entered into at the earliest date possible with said S. P. Stewart & Son as per above action of the Board. I wish to say also that the Board is advised that Mr. Stewart will come to your office to sign contract on any date which you may name.

Very truly yours

H. B. Williams

Dr. Williams presented and read a letter from Robert S. Harsh, State Architect and Engineer, which was ordered made a part of the minutes and reads as follows:

STATE OF OHIO
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
Leon C. Herrick, Director
COLUMBUS
Division of PUBLIC LANDS AND BUILDINGS
Robert S. Harsh
State Architect and Engineer

Feb. 24, 1922

Dr. H. B. Williams, Pres., Bowling Green State Normal College, Bowling Green, O.  

Dear Sir:

Enclosed please find contract between S. P. Stewart & Son and the State of Ohio for Dormitory for Women at Bowling Green State Normal College.

Please have all four copies signed by the Board of Trustees and return to this office as soon as possible.

Yours very truly,

ROBERT S. HARSH,
State Architect and Engineer

Dr. Williams presented contract in quadruplicate prepared by the Attorney General between Leon C. Herrick, Director of Highways and Public Works of Ohio, and S. P. Stewart & Son, Architects, for action of the Board. Moved by Brown and seconded by Collins that the Board approve said contract and a copy of same be entered in full upon the records of the Board after it is approved by the Attorney General, and that Dr. Williams be directed to forward the contracts to Robert S. Harsh, State Architect and Engineer.

CONTRACT

WHEREAS, the General Assembly has made an appropriation for an improvement at Bowling Green State Normal College as shown by the following item: A Dormitory for Women - as appropriated in House Bill #301, (1090L470) Additions and Betterments, O-2 Buildings, $150,000.00.

WHEREAS, the Board of Trustees (by letter of February 17, 1922) having charge of said institution desires to proceed with said improvement, and has requested the Department of Highways and Public Works to prepare plans and estimates therefor, and

WHEREAS, said Department of Highways and Public Works, in the carrying out of said improvement, is desirous of engaging the services of the Architect hereinafter named:

NOW, THEREFORE, this agreement made this 23rd day of February A. D. 1922, by and between the State of Ohio, of the one part, acting by its Department of Highways and Public Works, and S. P. Stewart & Son hereinafter referred to as Architect of the other part,

WITNESSETH: The State of Ohio does, under the conditions named below, hereby employ the Architect for the rendition to it, under the direction, subject to the orders and to the satisfaction of the Department of Highways and Public Works of the following services with respect to said improvement, to-wit:

I. (1) To prepare plans, specifications, (bills of material) and estimates of cost.
   (2) To superintend the construction of said improvement.
   (3) To inspect the materials going into said improvement previous to their incorporation into the same.
The preparation of plans shall consist of first preparing and submitting to the Department of Highways and Public Works of preliminary studies consisting of drawings, such as ground floor plans and elevation or perspective view of exterior necessary to illustrate the general scheme of the improvement. The movement before making general working drawings, which preliminary studies shall be accompanied by an estimate of the cost of the work. Time estimates of the cost shall be made before issuing an order to do so from the Department of Highways and Public Works, the Architect shall prepare full and accurate plans, suitable for the use of mechanics and other builders in the making of the improvement. Such improvements are to be scaled and full and complete details as may be easily understood; accurate bills showing the exact quantities of different kinds of materials necessary to the making of said improvement; definite and complete specifications of the work to be performed, together with such directions as will enable a competent mechanic or other builder to carry them out and afford bidders all needful information; a full and accurate estimate of each item of expense and of the aggregate cost of the improvement, a reasonable period of time for the completion of the work shall be determined upon by the board or officer having control of the institution at which the improvement is to be made, at his own expense.

The superintendence to be furnished by the Architect shall be held to mean daily and continuous superintendence either by the Architect himself or by a representative in his employ. Such representative shall at all times during the course of the improvement be subject to the approval of the Department of Highways and Public Works.

It shall be part of the duty of the Architect in preparing working plans to satisfy himself as to the topographic conditions and bearing values at the site of the improvement; and if surveys are necessary for that purpose, the architect shall make such surveys, or have them made, at his own expense.

II.

All original drawings and specifications immediately upon completion by the Architect shall be the property of the State of Ohio, and upon request of the Department of Highways and Public Works shall be delivered to it. Said Department or any authorized representative thereof shall at all reasonable times have the right to inspect and examine such drawings and specifications or copies thereof when the same are in the possession or at the office of the Architect for working use.

At the time of entering into the agreement with a contractor for the construction of said improvement or a part thereof, the Architect shall be determined upon by the board or officer having control of the institution at which the improvement is to be made, and the Department of Highways and Public Works; and should the services of the Architect in superintending the work extend beyond the time so determined, the Architect will be compensated for his cost incurred by reason of such additional superintendence.

All services of the Architect are to be rendered to the best of his ability. If at any time in the judgment of said Director or his successor, the services of the Architect are unsatisfactory, the State of Ohio, acting by said Director, or his successor, may terminate the services of the Architect allowing him such compensation, if any, as in the judgment of said Director, or his successor, may then be due such Architect.

The Director of Highways and Public Works may remove from the work any representative or superintendent of the Architect, when in the judgment of said Director such representative or superintendent is incompetent or is not rendering satisfactory service.

It is understood that any contract or contracts entered into by the State of Ohio or the board or officer having control of the institution above named, shall specify that the Architect or Engineer in charge is the Department of Highways and Public Works, and the final determination of any and all questions arising with respect to the definition and construction of the meaning and intent of the drawings, specifications and terms of the contract shall rest with the Department of Highways and Public Works.

The State of Ohio agrees to pay the Architect as full compensation for his services as aforesaid, and any and all expenses incurred by said Architect in performing said services, an amount equal to 5-3/100 per cent of the amount paid out by the State of Ohio under and on account of contracts entered into by the State for the construction of said improvement. When labor or material is furnished by the State of Ohio, the actual cost to the State of Ohio shall be taken as the basis for computing the Architect's compensation. The Architect's compensation will be paid by requisitions issued in his favor by the Department of Highways and Public Works upon the Director of said Department or officer having control of the institution at which the improvement is to be made, and such compensation shall become due and payable in the following order: 1-4/100 per cent when the preliminary plans have been completed and approved by the Department of Highways and Public Works; 2-3/4 per cent when the plans and specifications, bills of material and estimates of cost have been prepared and approved by the Department of Highways and Public Works and the board or officer having control of the institution at which the improvement is to be made; and a further 2½ per cent in installments as the work progresses, based on payments made to contractors. Such payments shall be based in the first instance upon the estimated cost, and are to be treated as installment payments on the entire fee based upon the actual cost.

In case of abandonment or suspension of the improvements, the Architect will be allowed as compensation for partial services such amount as may in the judgment of the Department of Highways and Public Works, and its Director, be proper. For alterations and additions after general plans and specifications have been approved and accepted by the Department of Highways and Public Works and the board or officer having charge of the institution at which the improvement is to be made, an additional payment will be made to the Architect in such sum as may in the judgment of the Department of Highways and Public Works, and its Director, be proper.
March 15 -

H. B. Williams  President  1 mo.  436.33  449.44  8.89
D. P. Glutte  Extension Inst.  305.55  296.66  6.89
Irene Steele  277.77  268.86  6.89
G. W. Beatle  Instructor  361.11  352.22  6.89
F. C. Beyermann  305.55  296.66  6.89
C. J. Biery  350.00  341.11  6.89
J. W. Carmichael  266.66  257.77  6.89
D. J. Crowley  266.66  257.77  6.89
Harriet S. Hayward  256.66  247.77  6.89
Laura Heaston  222.22  213.33  6.89
W. F. Holt  350.00  341.11  6.89
W. C. Hudson  266.66  257.77  6.89
Herbert Kimmel  305.55  296.66  6.89
C. C. Kohl  350.00  341.11  6.89
Earl Krieger  222.22  213.33  6.89
Res McGhan  10/20 mo.  202.66  6.89
Merrill McGwen  222.22  213.33  6.89
E. L. Mosesley  313.33  304.44  6.89
Caroline Nielsen  361.11  352.22  6.89
J. R. Overman  306.66  297.77  6.89
C. F. Reeb  222.22  213.33  6.89
Maud Sharp  122.22  113.33  6.89
N. W. Tunnicliffe  166.66  157.77  7.56
Maud Doane  157.77  148.88  7.56
Katherine Kennedy  158.68  149.88  7.56
Alice Ruth  156.66  147.88  7.56
Georgiana Sharp  157.77  148.88  7.56
Hortense Wade  158.68  149.88  7.56
Wilma Young  156.66  147.88  7.56
Rhyly Blum  200.00  200.00  7.56
Dr. Williams presented the following claims and expenses accounts for action of the Board. Moved by Brown, seconded by Collins, that the claims and expense accounts be approved and paid, the fund designations to be made by Dr. Williams. Voting aye: Shatzel, Collins, Johnston, Brown.

### Appropriation 1921-22

<table>
<thead>
<tr>
<th>Voucher No.</th>
<th>Name of Payee</th>
<th>Appropriation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>469</td>
<td>P. A. Wall Lumber Co.</td>
<td>C-8</td>
<td>4.12</td>
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<tr>
<td>468</td>
<td>Jones Bros.</td>
<td>C-3</td>
<td>1124.16</td>
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<td>471</td>
<td>The Prang Co.</td>
<td>C-5</td>
<td>11.48</td>
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<td>472</td>
<td>Ohio State Reformatory</td>
<td>C-8</td>
<td>8.94</td>
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<td>473</td>
<td>English Bros., &amp; Co.</td>
<td>C-8</td>
<td>12.60</td>
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<tr>
<td>474</td>
<td>A. Beech &amp; Co.</td>
<td>C-8</td>
<td>4.12</td>
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<td>475</td>
<td>The Dobson-Evans Co.</td>
<td>C-8</td>
<td>9.12</td>
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<tr>
<td>476</td>
<td>A. L. Roberts</td>
<td>C-5</td>
<td>1.00</td>
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<td>477</td>
<td>Milton Bradley Co.</td>
<td>C-5</td>
<td>7.76</td>
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<td>478</td>
<td>A. Froncy &amp; Co.</td>
<td>C-5</td>
<td>13.90</td>
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<td>479</td>
<td>Campbell Bros.</td>
<td>C-11</td>
<td>1.25</td>
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<td>480</td>
<td>Holbert Water Purify. Co.</td>
<td>C-11</td>
<td>13.32</td>
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<td>479a</td>
<td>The Mt. Wayne Oil &amp; Sup. Co.</td>
<td>C-11</td>
<td>7.41</td>
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<tr>
<td>479b</td>
<td>Hopper Hardware Co. (See E-9)</td>
<td>E-1</td>
<td>2.30</td>
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<tr>
<td>480</td>
<td>Ind. Book &amp; Equipment Co.</td>
<td>E-5</td>
<td>22.15</td>
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<td>481</td>
<td>The Dobson-Evans Co.</td>
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<td>21.04</td>
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<td>482</td>
<td>The Dobson-Evans Co.</td>
<td>E-5</td>
<td>21.22</td>
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<tr>
<td>483</td>
<td>McKnight &amp; McKnight</td>
<td>E-5</td>
<td>15.05</td>
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<tr>
<td>483a</td>
<td>Carl Fischer</td>
<td>E-5</td>
<td>2.42</td>
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<tr>
<td>484</td>
<td>U. S. Geological Survey</td>
<td>E-5</td>
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<td>485</td>
<td>The Macmillan Co. (See E-3)</td>
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<td>93.96</td>
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<td>486</td>
<td>Hopper Hardware Co. (See E-9)</td>
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<td>4.35</td>
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<td>487</td>
<td>Wiggins Plumbing Co.</td>
<td>E-9</td>
<td>.36</td>
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<tr>
<td>488</td>
<td>The City Water Co.</td>
<td>F-2</td>
<td>53.60</td>
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<tr>
<td>489</td>
<td>Ohio Northern Pub. Service Co.</td>
<td>F-4</td>
<td>199.44</td>
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<td>Irene M. Steele</td>
<td>F-6</td>
<td>16.04</td>
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<td>491</td>
<td>Irene M. Steele</td>
<td>F-6</td>
<td>43.70</td>
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<td>490a</td>
<td>G. P. Clutta</td>
<td>F-6</td>
<td>43.24</td>
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<td>491a</td>
<td>D. C. Brown</td>
<td>F-6</td>
<td>11.00</td>
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<tr>
<td>492</td>
<td>Geraldine Sweef.City Auditor</td>
<td>F-9</td>
<td>110.00</td>
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<td>493</td>
<td>Harley Lambert</td>
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<td>71.09</td>
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<td>494</td>
<td>H. W. Wilson Co.</td>
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<td>McManus Troup Co.</td>
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<tr>
<td>496</td>
<td>Jasmine Ink Incorpor.</td>
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<tr>
<td>497</td>
<td>McManus Troup Co.</td>
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<td>498</td>
<td>Ohio State Reformatory</td>
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<td>500</td>
<td>Cudahy Packing Co.</td>
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<td>8.40</td>
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<td>501</td>
<td>Blade Printing &amp; Paper Co.</td>
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<tr>
<td>502</td>
<td>C. S. Lehmann</td>
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<td>.94</td>
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<tr>
<td>503</td>
<td>A. J. Ryestrom Co.</td>
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<tr>
<td>504</td>
<td>Perry Pictures Co.</td>
<td>C-6</td>
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<tr>
<td>505</td>
<td>W. M. Welch Mfg. Co.</td>
<td>C-8</td>
<td>15.60</td>
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<td>506</td>
<td>Wood Co. Telephone Co.</td>
<td>F-7</td>
<td>8.05</td>
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<tr>
<td>507</td>
<td>Hanson &amp; Van Winkle Co.</td>
<td>C-6</td>
<td>6.90</td>
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<tr>
<td>508</td>
<td>The Democrat Co.</td>
<td>C-6</td>
<td>4.60</td>
</tr>
<tr>
<td>509</td>
<td>Remien &amp; Kohnert Co.</td>
<td>E-5</td>
<td>13.15</td>
</tr>
<tr>
<td>509a</td>
<td>American Crayon Co.</td>
<td>C-6</td>
<td>48.26</td>
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</tbody>
</table>

**Total:** $8141.52
Dr. Williams called the attention of the Board to the inter-collegiate debate between Ypsilanti State Normal College and Bowling Green State Normal College. He stated that it is the practice of the Normal College to arrange a debate each year with another institution and each institution sends its negative team to oppose the affirmative team at home. The question for debate this year was "Resolved, That the principle of the closed shop in American industry receive the support of public opinion". The following students constituted the Normal College teams.

Affirmative:
- John McDowell
- Kenton Moore
- Howard Ham
- Doolen Bain, Alternate
- C. D. Fox

Negative:
- Charles Richardson
- R. J. Langstaff
- Gladys Risden, Alternate

He also reported that both of the Normal College teams won and the vote of the judges in each case was unanimous.

There being no further business, the Board adjourned to meet at the call of the President.

ATTEST:

Bowling Green, April 22, 1922

The Board of Trustees of the Bowling Green State Normal College met at 2:00 P. M. in its office in the Administration building on the above date. The members present were Pres. J. E. Shatzel, Sec. H. J. Johnston, Treas. E. H. Ganz, and D. C. Brown. Vice-Pres. J. E. Collins was unavoidably absent. Dr. Williams, President of the College was also present.

The minutes of the meeting of March 4, 1922, were read and approved.

The Summer Session Bulletin for 1922 was presented by Dr. Williams which provided for three summer terms each giving six weeks of credit with a registration fee of $5.00 for each term and a student activity fee of $1.50, which on motion duly seconded was unanimously approved by the Board.

Dr. Williams reported the collection of fees which he had turned over to the Treasurer as follows:
- Student fees for Second Semester.............$4784.35
  To be credited to A-l, Salaries
- Sale of junk.....................................11.50
  To be credited to the General Revenue Fund

Dr. Williams presented and read a letter from Robert S. Harsh, State Architect and Engineer, under date of March 14, 1922, which was ordered made a part of the minutes and reads as follows:

STATE OF OHIO
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
Leon C. Herrick, Director
COLUMBUS