July 18, 1923.

Received of H. B. Williams, Pres., the following sums to be forwarded to the Treasurer of State.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extension fees</td>
<td>$5.00</td>
</tr>
<tr>
<td>Late Registration for Second Semester</td>
<td>$50.45</td>
</tr>
<tr>
<td>Sale of Cinders</td>
<td>$13.35</td>
</tr>
<tr>
<td>Sale of Paper</td>
<td>$3.70</td>
</tr>
<tr>
<td>Registration fees for First Summer Term 220 @ $5.00</td>
<td>$1100.00</td>
</tr>
<tr>
<td>Piano rental</td>
<td>$14.00</td>
</tr>
<tr>
<td>Refund from Speastos Mfg. Co. (Barrel of Speastos arrived in leaking condition)</td>
<td>$7.00</td>
</tr>
<tr>
<td>Registration Fines</td>
<td>$10.00</td>
</tr>
<tr>
<td>Refunded 4 Registration Fees @ $5.00</td>
<td>$1213.50</td>
</tr>
</tbody>
</table>

(Signed) E. H. Ganz
Treasurer

Dr. Williams stated that C. F. Miller and C. E. Tilton, Examiners for the Auditor of State, had recently conducted an examination of the college funds, and before leaving, C. F. Miller had stated to him that the Treasurer of the Board of Trustees must furnish bond, in accordance with the law and that the official report of the examiners would cover this requirement.

Dr. H. J. Johnston, Secretary, was authorized to notify S. P. Stewart & Son, Architects, that the next meeting of the Board would be held in Bowling Green on July 26th at 1:00 P.M., Central Standard Time, and that at this meeting the hardware for the new dormitory would be selected.

Moved by Bowsher and seconded by Ganz that the President and Secretary of the Board be authorized to act in the matter of the adoption of plans and specifications for the extension of the tunnel system, provided the plans are ready before the next meeting of the Board. Voting aye, Shatzel, Johnston, Ganz, Bowsher. Motion carried.

Dr. Williams was instructed by the Board to file a request at once with the State Director of Highways and Public Works for plans, specifications, and details for the Combined Recitation and Library Building for which an appropriation was made by the last General Assembly.

There being no further business, the Board adjourned to meet at the College, July 26th, at 1:00 P.M., Central Standard Time.

Attest:

Secretary

President

Bowling Green, Ohio.
July 26, 1923.

The Board of Trustees of the Bowling Green State Normal College met at 1:00 P.M. in the Administration building on the above date. The members present were President J. E. Shatzel, Dr. H. J. Johnston, Secretary, and E. L. Bowsher. E. H. Ganz and D. C. Brown were unavoidably absent. Dr. Williams, President of the College, and B. A. Stewart, Architect, were also present.

The minutes of the meeting of July 18, 1923, were read and approved.

Dr. Williams reported that while in Columbus on July 20th, in company with Mr. Hollopeter, Assistant State Director and Engineer, he called on Hon. L. A. Boulay, to make verbal request for architectural services for the Combined Recitation and Library Building and he read copy of a letter which he wrote on his return under date of July 21st making written application as directed by the Board.

July 21, 1923

Hon. L. A. Boulay
Director of Highways and Public Works
Ohio-Hartman Bldg.
Columbus, O.

Dear Sir:

This institution has an appropriation item in H.B. #622 of $275,000.00 for a "Combined Recitation and Library Building" at a meeting of our Board of Trustees held in Toledo on the 18th inst. I was instructed to make application at once to your department for architectural
and engineering services in the preparation of plans, specifications, details, etc. for the construction of this addition to our plant. May I also say that the institution is in immediate need of the additional room and other facilities which this building will afford, and we are anxious to push the work to completion as rapidly as possible? Thanking you in advance for your early attention to this request, I am

Very truly yours

H. B. Williams

Dr. Williams presented a receipt from the Treasurer of State for $1193.50 to cover collection of fees, etc., as reported at the last meeting of the Board.

DEPARTMENT OF TREASURER OF STATE

Bowling Green Normal College has paid into the State Treasury funds as indicated above $1193.50 Eleven hundred ninety-three and--------------------------50/100 Dollars collected from sources detailed in the above account.

Raymond P. Martin
Cashier

Moved by Johnston and seconded by Bowsher that the services of Mrs. Ida H. Walker as Matron of Williams Hall be dispensed with at once and that the action of Dr. Williams in discharging Herman Venderlor be approved by the Board. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Estimate #1 to the Bryce Heating & Ventilating Company, duly certified by the architect, and amounting to $2280.00 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Add. & Bett. H.B. #301, Dormitory for Women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Estimate #1 on Wings A and B to the Bryce Heating and Ventilating Company, duly certified by the architect, and amounting to $475.00 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Emergency 1923, Wings A and B and Oak Finish to Dormitory under Construction. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son for $57.00, the same being 2½% of Estimate #1 to the Bryce Heating and Ventilating Company was presented for allowance. Moved by Bowsher and seconded by Johnston that the claim be allowed and paid from Add. & Bett. H. B. #301, Dormitory for Women.

The claim of S. P. Stewart & Son for $11.88, the same being 2½% of Estimate #1 to the Bryce Heating and Ventilating Company on Wings A and B was presented for allowance. Moved by Bowsher and seconded by Johnston that the claim be allowed and paid from Emergency 1923, Wings A and B and Oak Finish to Dormitory under Construction. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son for $86.93, the same being 2½% of Estimate #4 to Wiggins & Gillespie, was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Add. & Bett., H. B. #301, Dormitory for Women.

The claim of S. P. Stewart & Son for $57.00, the same being 2½% of Estimate #4 to Wiggins & Gillespie, was presented for allowance. Moved by Bowsher and seconded by Johnston that the claim be allowed and paid from Add. & Bett., H. B. #301, Dormitory for Women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son for $192.51 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Add. & Bett. H.B. #301, Dormitory for Women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son, Architects, for $6.53, the same being 2½% on Estimate #4 to E. F. Miller & Company, was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Add. & Bett. H.B. #301, Dormitory for Women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Estimate #7 to the Watts & Suhbrtler Company, duly certified by the architect, and amounting to $261.25 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from Add. & Bett. H.B. #301, Dormitory for Women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Estimate #2 to the Watts & Suhbrtler Company on Wings A and B, duly certified by the architect and amounting to $4218.00 was presented for allowance. Moved by Bowsher...
and seconded by Johnston that the estimate be allowed and paid from Emergency 1923, Wings A and B, Dormitory now under Construction. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son, Architects, the same being 24% of Estimate #2 to the Watts & Shuler Company on Wings A and B, and amounting to $105,45, was presented for allowance. Moved by Bowsher and seconded by Johnston that the claim be allowed and paid from Emergency 1923, Wings A and B, Dormitory now under Construction. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The claim of the State Teachers Retirement System amounting to $1591.27, presented, and on motion by Bowsher and seconded by Johnston, it was ordered paid from H-6, R.H. #622. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

The following payrolls were presented for action of the Board.

July 26 - Effie Alexander  Instructor  1 mo.  $250.00
    G. W. Bextie
    F. G. Beyermann
    D. C. Bryant
    C. J. Biey
    Ethyl Blum  Librarian  150.00
    E. L. Bayles  Part time Instructor  90.00
    J. W. Carmichael  Instructor  250.00
    O. F. Clutte
    E. J. Crowley
    Ethel Copp
    Laura Heston
    W. P. Holt
    J. T. Johnson
    Herbert Kimmel
    C. C. Kohl
    S. A. Kurts
    Rea McCain
    J. R. H. Moore
    B. L. Moseley
    Caroline Nielsen
    J. R. Overman
    Cora Purdy
    Eldora Ragon
    C. F. Reeser
    Wollie Reid
    Maude Sharp
    A. W. Snyder
    Minnie Stensland
    Charles Wagner
    Mrs. Irene Wagner
    Margaret Walker
    Helen Waugh
    Eliza F. Williams
    Jennie Berty
    Maude Dye
    Florence Brooks
    Effie McDowell
    Wilna Young
    Myra Johnson  Piano Instructor  72$ & $1.00 Lessons  72.00
    Miriam Long  Asst. In Library  192 hrs. & 30¢ per hr.  57.60
    Glarise Hostetter  Asst. In Library  176 hrs. & 30¢ per hr.  52.80

July 31 - R. A. Bager  Financial Clerk  1 mo.  225.00
    Mrs. Wesley Adams
    Bette Cress  Stenographer  91.66
    Gertrude Brod  Assistant Registrar  91.66
    Thelma Heald  Bookkeeper  63.33
    John Meyers  Extra Clerk  25 da.  2.40
    W. E. Fester  Janitor  1 mo.  104.16
    Mrs. Wilma Martin  Janitress  60.00
    A. C. Albough  Chief Engineer  125.00
    Emmanuel Smith  Fireman  110.00
    Emory Young  110.00
    Michael Hinkenbeiner  Grounds Laborer  91.66
    Orville Bowman  Stu. Asst. Library  34 hrs.  6.00
    Ferol Brinker  20.00
    Charles Clark  20.00
    Pearl Creighton  20.00
    Gertrude Hartung  28.40
    Elizabeth Kelham  24.00
    Jonathan Ladd  24.40
    Lena Ladd  7.60
    Malcolm Sargent  5.40
    Forrest Warner  5.40
    Bruce Rudolph  5.25
    Burress McBride  4.25
    Joseph S. Kingshirt  3.00
    Lawrence Greuer  2.75
    C. A. Bowman  2.50
    Elmer D. Trees  2.50
    Claire Smith  2.50

A-1 Salaries $1184.63
A-2 Wages 212.43
July 31 - H. B. Williams  President  1 mo. $541.66 $541.66

Aug. 31 - H. B. Williams  President  1 mo. $541.66 $541.66

Aug. 31 - R. A. Sauer  Financial Clerk  1 mo. $225.00 $225.00
Mrs. Wesley Adams Stenographer  91.66 91.66
Nettie Crass  Asst. Registrar  91.66 91.66
Gertrude Brod  Bookkeeper  83.33 83.33
Theola Heald  Extra Clerk  25 da. 2.40 60.00
John Weyes  Janitor  1 mo. 104.16 104.16
W. E. Frost  *  91.66 91.66
Mrs. Wilda Martin Janitress  60.00 60.00
A. C. Albaugh  Chief Engineer  125.00 125.00
Emmanuel Smith  Fireman  110.00 110.00
Emory Young  *  110.00 110.00
Michael Finkenbeiner  Janitor  91.66 91.66
Chas. Wagner  Grounds Laborer  26 da. 63.13 69.69
Ivan Lake  Stu. Asst. Office  360 hr. .25 9.63
Eather Russell  *  272 .25 6.88
Morris Bistline  *  195 .25 3.68
Palmer Huffman  *  2 .25 .50
Pearl Crigdon  *  2 .25 .50
Donnal Smith  *  3 .25 .75
Ray Aldrich  Library  30 .20 7.20
Orville Bowman  *  81 .20 16.20
Pearl Crigdon  *  89 .20 17.60
Melva Gibson  Library  103 .20 20.60
H. H. Williams  Garden  12 .25 4.00
Harry Frankfather  *  13 .25 3.25
Ralph Schooley  *  20 .25 5.00

A-1 Salaries $1254.02
A-2 Wages 152.19
Total $1406.21

Aug. 31 - G. W. Beattie  Instructor  14 mo. $450.00
F. C. Beyermann  *  400.00
C. J. Biery  9/10 mo. 270.00
Ethyl Blum  Librarian  14 270.00
J. W. Carmichael  Instructor  375.00
C. F. Clutts  *  400.00
Herbert Kimmel  *  400.00
C. C. Kohl  *  450.00
S. A. Kurts  *  350.00
E. McNein  *  375.00
J. R. Overman  *  450.00
C. Eldora Hagon  3/5 mo. 132.00
Charles W. Reed  14 mo. 400.00
Maude F. Sharp  Dean of Women  3/5 mo. 126.00
E. I. F. Williams  Instructor  14 375.00
Moran Long  Library Asst. 224 hrs. .30 67.20
Glacia Hostetter  *  220 .30 66.00
Jonathan Ladd  *  232 .25 58.00

A-1 Salaries $1254.02
A-2 Wages 152.19
Total $1406.21

Moved by Bowsher and seconded by Johnston that the payrolls be allowed and paid from funds provided therefor. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. Williams presented the following claims and expense accounts for action of the Board.

Voucher No.  Name of Payee  Appr'n  Total
1  Jones Bros.  C-3  $579.50
2  W. M. Welch Mfg. Co.  C-4  12.92
3  Theo. B. Robertson  C-6  16.00
4  Harrlinger Paper Co.  C-11  147.00
5  U. S. Chemical Co.  C-11  232.50
6  The Bollee Drug Co.  C-11  2.50
7  The Brooks Oil Co.  C-11  66.00
8  The Solar Products Co.  C-11  127.60
9  The Columbian Hardware Co.  E-6  60.00
10  Johns Mansville  F-1  454.47
11  Fred Cook  F-5  22.63
12  Home Steam Laundry  F-9  7.68
13  Dept. of Industrial Relations  F-9  16.00
14  Clique & Strohl  G-3 Imp of Grounds  336.00
15  Houghton Mifflin Co.  G-3  4.90
16  H. W. Wilson Co.  G-3#  2.25
17  Princeton University Press  G-3#  61.66
18  University of Southern Calif.  G-3#  1.78
19  The Macmillan Co.  G-3#  2.18
20  The Coop Clark Co.  G-3#  3.34
21  E. A. Appleton & Co.  G-3#  3.25
22  Scientific American Compiling Dept.  G-3#  1.91
23  State Teachers Retirement System  H-8  360.24
24  Instructors Payroll  A-2 Wages  8829.16
25  Civil Service Payroll  A-1 Salaries  1184.13
A-2 Wages 216.43
that on Monday, July 23rd, he had soundings made to the rock on the lines of the proposed tunnel but no one had appeared thus far to go over the work. He presented and read the following telegram which was ordered spread upon the minutes.

Pursuant to the request of the Board at a meeting held on July 18th, 1923, Dr. Dr. H. B. Williams took blue prints and specifications for tunnel system to Columbus and conferred with Mr. Hollopeter, Assistant Architect and Engineer, and Mr. Pavey, Engineer of Mr. H. B. Williams. Will have Mr. Orr from my office in Bowling Green Monday to make survey. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Moved by Bowsher and seconded by Johnston that the claims and expense accounts be allowed and paid, the fund designations to be made by Dr. Williams. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. H. B. Williams  
President, Bowling Green State Normal College  
Bowing Green, Ohio.  
Will have Mr. Orr from my office in Bowling Green Monday to make survey.  
Robert S. Harsh
Proceedings, Trustees Bowling Green Normal College
July 28, 1923

Dr. Williams was requested to write to Hon. L. A. Boulay requesting prompt action on the repairing of the roofs of the Administration building and Williams Hall.

Moved by Bowsher and seconded by Johnston that notice be given to the instructors, alumni, and student body that the Board of Trustees will receive suggestions as to a name for the new dormitory now under construction. Suggestions must be made in writing with not more than one name on a slip of paper, signed, sealed securely, and deposited at the office of the President by November 5th, 1923. It is understood that the Board of Trustees and Dr. Williams will select such name as in their opinion is the most appropriate and to the person submitting the name chosen by the judges a gift of $10.00 in gold will be made. The Board and Dr. Williams reserve the right to reject all names submitted, in case a suitable name is not suggested. In case more than one person should suggest the same name finally chosen, the gift will be divided. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Moved by Bowsher and seconded by Johnston that Dr. Williams be authorized to make such repairs on Williams Hall as are necessary and that he is also instructed to purchase and install suitable plate bearing the name "Williams Hall". Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Moved by Bowsher and seconded by Johnston that Dr. Williams be requested to call the attention of Hon. L. A. Boulay, Director of Highways and Public Works, to the extreme need of the Combined Recitation and Library Building and request him to take the steps necessary for the preparation of plans at the earliest possible date. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Moved by Bowsher and seconded by Johnston that Dr. Williams be authorized to enter into negotiations for furnishing and equipping the new dormitory for women and that he report his progress at the next meeting of the Board. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Moved by Bowsher and seconded by Johnston that Dr. Williams be authorized to approve the hardware for the new dormitory for women. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

On motion by Bowsher and seconded by Johnston, the Board adjourned to meet at the call of the President.

Attest:

Secretary

Rogers

President

The Board of Trustees of the Bowling Green State Normal College met at 2:00 P.M. at its office in the Administration building on the above date. The members present were President J. E. Shatzel, Secretary Dr. H. J. Johnston, Treasurer E. H. Ganz, D. C. Brown and E. L. Bowsher were unavoidably absent. B. A. Stewart, Architect, and Dr. Williams, President of the College, were also present.

The minutes of the meeting of July 28th, 1923, were read and approved.

Dr. Williams reported that he had inspected the hardware submitted by the Smith Bros. Hardware Company of Columbus for the new dormitory on July 28th, 1923, and since the plate numbers specified were not given along with the substitutes to be furnished, he found it impossible to make a satisfactory comparison. Moved by Ganz and seconded by Johnston that Dr. Williams request the Smith Bros. Hardware Company to file a schedule of the finishing hardware which they propose to furnish together with the original numbers mentioned in the specifications set in parallel columns, all the members voting aye. Motion carried.

Dr. Williams presented the plans, detailed drawings, specifications, detailed drawings, estimates of cost, and bills of material be approved and that the Secretary be authorized to sign the same on behalf of the Board. Voting aye, Shatzel, Johnston, Ganz. Motion carried.

Dr. Williams presented and read a letter from L. A. Boulay, Director of Highways and Public Works, under date of August 25th, 1923, and the same was ordered made a part of the record.