4-26-1924

Board of Trustees Meeting Minutes 1924-04-26

Bowling Green State University

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Proceedings, Trustees Bowling Green Normal College
March 29, 1924

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

The minutes of the meeting held on March 29th, 1924, were read and approved.

Dr. H. J. Powell, County Health Commissioner, appeared before the Board and reported that he had received splendid cooperation from the college authorities and the students in the steps which he had taken to prevent any spread of smallpox in the institution and that he anticipated no further cases.

A petition signed by property holders on the south side of East Wooster St. which contemplated the paving of said street with concrete, asphalt, or asphaltic mixture was presented. Moved by Bowsher and seconded by Brown that Dr. Williams be instructed to communicate with L. A. Boulay, State Director of Highways, and ascertain his opinion on the type of construction to be used and any other questions that might involve the interests of the state. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams presented and read Resolution 702 of the Council of the City of Bowling Green granting permission to the Board of Trustees of the State Normal College to connect sanitary sewer services to the East Wooster sanitary sewer and also an explanatory letter from D. S. Maglott, City Engineer, which letter was approved by the Director of Public Service and the Council of the City of Bowling Green.

The following to be paid from A & B, G-2 H.B. #301 Dormitory for Women $150,000.00

The following to be paid from A & B, G-2 H.B. #301 Dormitory Now under Construction (Emergency 1923) $760.00

The following to be paid from A & B, G-2 H.B. #301 Dormitory Now under Construction (Emergency 1923) $57.59
CITY OF BOWLING GREEN
Executive Department

Bowling Green, O.
April 25, 1924.

To
The Trustees of the Bowling
Green State Normal College
Bowling Green, O.

Gentlemen:

In the matter of the Sewer connections
for the State Normal College to the East Wooster
Street sewer, referred to in a Resolution passed
by the Council of this City under date of April
14th, 1924, we wish to make the following explanation.

All laterals for connections to said sewer,
including the ones provided for the State Normal
College, are to be made and extended to the Curb
line of the street by the Contractor and becomes a
part of the contract.

The amount as stated in such Resolution
namely $800.00, is intended to cover the State Normal
College's share of the construction of said sewer
including the services as stated in said Resolution,
constructed to the curb of the street.

Respectfully
(Signed) D. S. Maglott
City Engineer

Approved by
(Signed) George W. Fearnside
Director of Public Service

Approved by the Council of the City of Bowling Green,
Ohio, April 28th, 1924.

Attest:
Geraldine Sweet (Signed)
Clerk of Council

RESOLUTION NO. 702

A RESOLUTION GRANTING PERMISSION TO THE BOARD OF TRUSTEES OF THE
BOWLING GREEN STATE NORMAL COLLEGE TO CONNECT SANITARY SEWER
SERVICES WITH EAST WOOSTER SANITARY SEWER IN THE CITY OF BOWLING
GREEN, OHIO.

WHEREAS, the City of Bowling Green, State of Ohio, is now
constructing a lateral sanitary sewer in East Wooster Street in said
City commencing at the right of way of the Toledo and Ohio Central
Railroad and running East in Wooster Street to Crim Street and there
terminating and which said sewer runs along a portion of the property
of the Bowling Green State Normal College, and

WHEREAS, said college has its own independent sanitary sewer
system which has its outlet through Sewer No. 4, in said City, and

WHEREAS, it is desired by the Board of Trustees of said College
to secure permission and the right for a fair and equitable considera-
tion according to the benefits to be derived therefrom and based upon
the cost of said sewer improvement to the City and the abutting and
adjacent property benefitted thereby, to make three sanitary sewer
service connections with East Wooster Street as follows:

One double connection at the intersection of Troup and East
Wooster Street and one in front of the property of said college now
used by the Engineer and,

WHEREAS, it is hereby determined by the Council of the City
of Bowling Green, Ohio, the Director of Public Service and the City
Engineer that the reasonable amount to be paid by the Trustees for the
right to make and maintain said sewer connections figured upon the
above basis is Eight Hundred ($800.00) Dollars, now, therefore,

BE IT RESOLVED, by the Council of the City of Bowling Green
State of Ohio, (3/4 of all members elected thereto concurring):
That for and in consideration of the Board of Trustees of the Bowling
Green State Normal College of Bowling Green, Ohio, of the State of Ohio paying to the City of Bowling Green, Wood County,
Ohio, the sum of Eight Hundred ($800.00) right and permission be and

[signature]
hereby is given and granted to said college to make forever maintain three (3) sanitary sewer service connections in East Wooster Street Sanitary Sewer at the following points to-wit:

One double connection at the intersection of Troup Avenue and East Wooster Street and one in front of the property of said college now used by the Engineer.

That the Clerk of the Council is instructed to certify a copy of this resolution to the Board of Trustees of the Bowling Green State Normal College.

Passed April 14th, 1924.

Attest (Signed) Geraldine Sweet
Clerk

A. W. Place (Signed)
President of Council
Approved F. Joy Reider (Signed)
Mayor

Moved by Bowsher and seconded by Brown that the resolution of the Council of the City of Bowling Green through its official bodies be approved and the proposition therein made be accepted by the Board and that Dr. Williams be instructed to make application for transfer of funds sufficient to cover the payment required. Voting aye, Shatzel, Johnston, Bowsher, Brown. Motion carried.

Dr. Williams reported the purchase of the following equipment for Shatzel Hall.

From A. Froney & Co., Bowling Green, O.
120 Wear Well mattress protectors 30 x 73 $173.00
120 Prime good pillows 20 x 27 300.00
120 Home Crest wilton rugs 27 x 54 391.00
120 Couch covers, 58 x 105 98.00

From The Albert Pick Co., Chicago, Ill.
240 Blankets 60 x 80 at $2.75 f.o.b. Chicago $660.00
Freight 11.26

Total $671.26

From The Scott-Ullman Company, Cleveland, O.
Lighting fixtures installed complete except lamps $1210.00

Moved by Bowsher and seconded by Brown that the above purchases be approved. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams presented the resignation of R. A. Sauer, Financial Secretary, effective April 4th. Moved by Bowsher and seconded by Brown that the resignation be accepted. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams presented receipt from the Treasurer of State for $6096.40 to cover collections reported at the last meeting of the Board.

DEPARTMENT OF TREASURER OF STATE

To the Payer: Columbus, Ohio, March 26, 1924. #2834
Bowling Green State Normal College has paid into the State Treasury as indicated above $6096.40
Six Thousand Ninety Six $6096.40

Six Thousand Ninety Six -- - - - - - - - - - - - - $60/100 Dollars collected from sources detailed in the above account.

Raymond P. Martin
Cashier

A communication from Herbert B. Briggs, State Architect and Engineer, enclosing encumbrance estimates against G-2, Combined Recitation and Library Building to cover services of the State Architect and Engineer amounting to $8250.00, also encumbrance estimate against G-12, Other Capital Outlay, to cover architectural services of State Architect and Engineer, for Extension Tunnel and Sewer to Dormitory, $158.00. No action was taken.

Moved by Bowsher and seconded by Brown that the salary of H. H. Williams, farmer at the college farm, be fixed at $60.00 per month, effective March 1st, 1924. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams recommended that Michael Pinkenheimer be transferred from Janitor of the Science building to the position of Grounds Laborer. Moved by Bowsher and seconded by Brown that the transfer be approved. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams nominated Walter Towers as janitor of the Science building at a salary of $1000 per year, effective April 28th, 1924. Moved by Bowsher and seconded by Brown that the nomination be approved. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Dr. Williams presented and read the following certificate from the State Department of Health by John E. Monger, Director, and the same was ordered spread upon the minutes.
Dr. Williams presented the following letter from W. E. Kershner, Secretary, State Teachers Retirement System.

OHIO
STATE TEACHERS RETIREMENT SYSTEM
Retirement Board

Columbus, Ohio.
March 21, 1924.

President H. B. Williams
Bowling Green State Normal College
Bowling Green, Ohio.

Dear Mr. Williams:

I had a conference with Mr. Riegel in regard to those teachers in the model schools. Our suggestion is that you make the deductions from their salaries just as you would from the salaries of other members of your faculty. We will then include this as part of your payroll and bill to you in our regular annual statement the amount due from your school.

Very truly yours

(Signed) W. E. Kershner
Secretary

Moved by Bowsher and seconded by Brown that Dr. Williams be authorized to report to Mr. Kershner that the Board would be glad to carry out his suggestion. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

R. M. Strohl of the firm of Clague & Strohl presented the following proposal for grading, walks, drives, etc., around Shatzel Hall:

- 21000 sq. ft. 24" flagstone sidewalk at 33¢ per foot: $693.00
- 1 set of steps and buttress walls for entrance to new dormitory from Court St.: $200.00
- 2100 sq. ft. 5" concrete driveway in court with storm drainage, catch basin and curbing on both sides: $715.50
- 256 sq. yds. service driveway from Thurston St. to concrete drive in court, 4" water bound macadam on base of rough stone at $1.15 per yd.: $296.70
- Grading from Court St. to 100 ft. north of north line and east to within 10 ft. of Williams Hall, 1020 cu. yds. at $2.00 per yd.: $2040.00
- Rock excavation necessary around new dormitory, 300 cu. yds. at $6.50: $2100.00
- Furnishing seed and seeding lawns: $175.00

Moved by Bowsher and seconded by Brown that the proposal as submitted be accepted. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.
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April 30, 1924

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Estimate #15 to the Watts & Suhriebler Company on main building duly certified by the architect and amounting to $2470.00 was presented for allowances. Moved by Brown and seconded by Bowsher that the claim be allowed and paid from Add. & BTT., G-2, H.B. #301, Dormitory for Women. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son, architects, the same being 2% of Estimate #15 to the Watts & Suhriebler Company and amounting to $61.75 was presented for allowance. Moved by Bowsher and seconded by Brown that the claim be allowed and paid from Add. & BTT., G-2, H.B. #301, Dormitory for Women. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

Estimate #6 to the Bryce Heating & Ventilating Company on main building, duly certified by the architect, and amounting to $380.00 was presented for allowance. Moved by Bowsher and seconded by Brown that the claim be allowed and paid from Add. & BTT., G-2, H.B. #301, Dormitory for Women. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

The claim of S. P. Stewart & Son, architects, the same being 2% of Estimate #6 to the Bryce Heating & Ventilating Company on main building, duly certified by the architects, the same being $2470.00 was presented for allowance. Moved by Bowsher and seconded by Brown that the claim be allowed and paid from Add. & BTT., G-2, H.B. #301, Dormitory for Women. Voting aye, Shatzel, Brown, Johnston, Bowsher. Motion carried.

The following payrolls were presented for allowances.

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<thead>
<tr>
<th>April 15</th>
<th>Name</th>
<th>Position</th>
<th>Pension</th>
<th>April 30</th>
<th>Name</th>
<th>Position</th>
<th>Pension</th>
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<tbody>
<tr>
<td>H. B. Williams</td>
<td>President</td>
<td>1 mo. 541.66</td>
<td>532 77</td>
<td>53 69</td>
<td>R. A. Sauer</td>
<td>Financial Clerk</td>
<td>4/30 mo. 225.00</td>
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<tr>
<td>Stella M. Allen</td>
<td>Instructor</td>
<td>244 44</td>
<td>235 55</td>
<td>69</td>
<td>Rettie Grass</td>
<td>Asst. Registrar</td>
<td>1 mo. 91.66</td>
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<tr>
<td>G. W. Bensie</td>
<td></td>
<td>377 77</td>
<td>368 66</td>
<td>66</td>
<td>Mrs. Helen Adams</td>
<td>Stenographer</td>
<td>81 66</td>
</tr>
<tr>
<td>C. J. Biery</td>
<td></td>
<td>305 55</td>
<td>296 66</td>
<td>66</td>
<td>Gertrude Brod</td>
<td>Bookkeeper</td>
<td>83 33</td>
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<tr>
<td>J. W. Carmichael</td>
<td></td>
<td>311 33</td>
<td>304 44</td>
<td>44</td>
<td>Wilma Fennell</td>
<td>Stenographer</td>
<td>75 00</td>
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<tr>
<td>O. F. Clutter</td>
<td></td>
<td>305 55</td>
<td>296 66</td>
<td>66</td>
<td>John Meyers</td>
<td>Janitor</td>
<td>104 16</td>
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<tr>
<td>D. J. Crowley</td>
<td></td>
<td>222 22</td>
<td>213 33</td>
<td>33</td>
<td>W. B. Frost</td>
<td></td>
<td>91 66</td>
</tr>
<tr>
<td>Hazel Fitzgerald</td>
<td></td>
<td>177 77</td>
<td>170 66</td>
<td>66</td>
<td>Michael Finkenbeiner</td>
<td></td>
<td>91 66</td>
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<tr>
<td>Marion Hall</td>
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<td>311 33</td>
<td>304 44</td>
<td>44</td>
<td>Mrs. Stella Martin</td>
<td>Janitress</td>
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<tr>
<td>Harriet Hayward</td>
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<td>277 77</td>
<td>268 88</td>
<td>88</td>
<td>Randolph Ronk</td>
<td>Supt. Bldgs. &amp; Grounds</td>
<td>181 33</td>
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<tr>
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<td></td>
<td>311 33</td>
<td>304 44</td>
<td>44</td>
<td>Emanuel Smith</td>
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<td>Clyde Hisaon</td>
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<td>277 77</td>
<td>268 88</td>
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<td>Eunice Young</td>
<td></td>
<td>222 22</td>
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<td>W. P. Holt</td>
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<td>304 44</td>
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<td>W. A. Zeugg</td>
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<td>180 22</td>
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<td>Herbert Kimmel</td>
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<td>Florence Brooks</td>
<td>Critic</td>
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<td>E. G. Knepper</td>
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<td>Maude Doane</td>
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<td>Rea McCain</td>
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<td>R. B. McCandless</td>
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<td>268 88</td>
<td>88</td>
<td>Wila Young</td>
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<tr>
<td>C. S. Martin</td>
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<td>277 77</td>
<td>268 88</td>
<td>88</td>
<td>Grace Woolworth</td>
<td>Kindergartner</td>
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<td>166 66</td>
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<td>Caroline Nielsen</td>
<td></td>
<td>277 77</td>
<td>268 88</td>
<td>88</td>
<td>Ethyl Blum</td>
<td>Librarian</td>
<td>1 mo. 222 22</td>
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<td>J. R. Overman</td>
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<td>268 88</td>
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<td>Pearl Heiser</td>
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<td>C. D. Perry</td>
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<td>Teachers Retirement System</td>
<td>325 00</td>
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Proceedings, Trustees Bowling Green Normal College  April 26, 1924

The following claims and expense accounts were presented for allowance.

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<tr>
<th>Voucher No.</th>
<th>Name of Payee</th>
<th>Appr'n.</th>
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<td>Instructor's Payroll</td>
<td>A-1 Salaries $1289.12</td>
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<td>698</td>
<td>Civil Service Payroll</td>
<td>A-1 Salaries 12710.82</td>
<td>A-2 Wages 143.14</td>
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<td>Munson Supply Co.</td>
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<td>700</td>
<td>The Democrat Co.</td>
<td>C-4 $15.26</td>
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<td>Hopper Hardware Co.</td>
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<td>702</td>
<td>Lincoln &amp; Dirlam</td>
<td>C-4 3.15</td>
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<td>703</td>
<td>H. B. Williams</td>
<td>C-4a 6.38</td>
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<td>704</td>
<td>Milton Bradley Co.</td>
<td>C-8 65.28</td>
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<tr>
<td>705</td>
<td>English Bros. &amp; Co.</td>
<td>C-8 31.36</td>
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<td>John J. Mas</td>
<td>C-8 19.77</td>
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<td>John J. Mas</td>
<td>C-6 17.14</td>
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<td>708</td>
<td>Central Scientific Co.</td>
<td>E-8 429.07</td>
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<td>709</td>
<td>Thebarn &amp; Son Co.</td>
<td>E-8 39.63 468.70</td>
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<td>710</td>
<td>The Cleveler Stores</td>
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<td>711</td>
<td>Theo. B. Robertson Products Co.</td>
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<td>712</td>
<td>The Berer &amp; Hopkins Co.</td>
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<td>713</td>
<td>Humphrey Company</td>
<td>D-3 160.00</td>
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<td>714</td>
<td>The Fort Wayne Oil &amp; Supply Co.</td>
<td>D-3 22.19</td>
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<td>715</td>
<td>The Blade Printing &amp; Paper Co.</td>
<td>E-1 1.02</td>
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<td>716</td>
<td>Supt. Public Instruction</td>
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<td>The Athletic Supply Co.</td>
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<td>J. I. Holcomb Mfg. Co.</td>
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<td>721</td>
<td>The City Water Co.</td>
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<td>722</td>
<td>H. B. Williams</td>
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<td>723</td>
<td>Fred Cook</td>
<td>F-5 21.72</td>
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<td>724</td>
<td>John Schwars</td>
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<td>Winifred Skilling</td>
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<td>Henry C. Williams</td>
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<td>735</td>
<td>Small, Maynard &amp; Co.</td>
<td>G-3 1.11</td>
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<td>736</td>
<td>Thomas Seltzer</td>
<td>G-3 1.31</td>
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<td>737</td>
<td>Charles Scrivener's Sons</td>
<td>G-3 6.99</td>
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<tr>
<td>738</td>
<td>Ohio Public Health Ass'n.</td>
<td>G-3 1.00</td>
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<tr>
<td>739</td>
<td>D. Van Reedan Co.</td>
<td>G-3 2.70</td>
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<tr>
<td>740</td>
<td>Jesse Ray Miller</td>
<td>G-3 8.16</td>
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<tr>
<td>741</td>
<td>The Macmillan Co.</td>
<td>G-3 2.20</td>
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<td>742</td>
<td>Library Bureau</td>
<td>G-3 7.60</td>
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<td>743</td>
<td>J. B. Lippincott Co.</td>
<td>G-3 1.78</td>
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<tr>
<td>744</td>
<td>The Empire State Book Co.</td>
<td>G-3 1.78</td>
<td></td>
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<tr>
<td>745</td>
<td>The Woman's Press</td>
<td>G-3 2.70</td>
<td></td>
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<tr>
<td>747</td>
<td>Arthur Giteke</td>
<td>G-3 137.00</td>
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<td>748</td>
<td>C. C. Birchard &amp; Co.</td>
<td>G-3 4.82</td>
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<tr>
<td>749</td>
<td>G. H. Moore &amp; Co.</td>
<td>G-3 265.21</td>
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<tr>
<td>750</td>
<td>Charles F. Reeds</td>
<td>F-6 249.36</td>
<td></td>
</tr>
<tr>
<td>751</td>
<td>Bowling Green Welding Co.</td>
<td>F-6 2.00</td>
<td></td>
</tr>
</tbody>
</table>

The following are sent to the State Architect:

- Wiggins & Gillespie
- School Orchestra Supply House
- Bryce Heating & Ventilating Co.
- The Wattie & Suhbier Co.
- S. P. Stewart & Son

Domitory for Women $150,000.00

$380.00

$2470.00

$61.00

$9.50

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

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

Attest:

[Signature]
Secretary

[Signature]
President

Bowling Green, O.
May 31, 1924.

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

The minutes of the meeting of April 26th, 1924, were read and approved.

Dr. Williams read a copy of a letter written by him on April 29th, 1924, to L. A. Boulay, State Director of Highways and Public Works, asking his advice as to the type of construction his department would prefer on East Wooster St. adjoining the college grounds, also any other suggestions which he might care to make in connection with the improvement of Wooster St.

Dr. Williams read the reply to his letter from G. P. Schlesinger, State Highway Engineer, advising that the matter had been referred to Mr. M. I. Henahan, Division Engineer, Toledo, Ohio, with the request that he get in personal touch with the situation.

Dr. Williams also reported that Mr. Henahan called at the college on May 20th and that on May 29th, 1924, the following letter was received from him.

STATE OF OHIO
DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS
L. A. Boulay
Director
Columbus, O.
Toledo, O.
May 29th, 1924.

H. B. Williams
President, State Normal College
Bowling Green, Ohio.

Subject Matter: Types of pavement to be used on the contemplated improvement of East Wooster St., Bwlg.Grn., O.

Dear Sir:-

Confirming my conversation with you a short time ago concerning this matter, I advise the use of one of the following types on the above mentioned project:

Brick on Concrete Base
Asphalt on Concrete Base
Reinforced Concrete.

Very truly yours

(Signed) M. I. Henahan

Moved by Bowsher and seconded by Ganz that Dr. Williams notify Mr. G. W. Fearsnade, Service Director of Bowling Green, regarding the suggestions made with reference to the type of construction which the Highway department would approve for the improvement of East Wooster St. All members voting aye, motion carried.

Dr. Williams reported the collection of extension fees for the second semester and registration fees for the first summer term amounting to $2350.00; also garden receipts amounting to $6.50 and took the Treasurer's receipts therefor.