8-2-1924

Board of Trustees Meeting Minutes 1924-08-02

Bowling Green State University

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DEPARTMENT OF TREASURER OF STATE

To the Payer:

Columbus, Ohio, Aug. 2, 1924 #339

Bowling Green State Normal College has paid into the State Treasury as indicated above $37.24
Thirty-seven --- --- --- --- --- --- 24/100 Dollars
collected from sources detailed in the above account.

Raymond P. Martin
Cashier

Dr. Williams presented the following nominations of employees for the year 1924-25 effective July 1, 1924, and recommended their appointment at the salary set opposite the name of each.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lester Bower</td>
<td>Financial Clerk</td>
<td>$1500</td>
</tr>
<tr>
<td>Kettie Crass</td>
<td>Asst. Registrar</td>
<td>1200</td>
</tr>
<tr>
<td>Mrs. Wesley Adams</td>
<td>Stenographer</td>
<td>1200</td>
</tr>
<tr>
<td>Gertrude Brod</td>
<td>Bookkeeper</td>
<td>1100</td>
</tr>
<tr>
<td>Wilma Fernau</td>
<td>Stenographer</td>
<td>900</td>
</tr>
<tr>
<td>John Meyers</td>
<td>Janitor</td>
<td>1250</td>
</tr>
<tr>
<td>W. E. Frost</td>
<td>*</td>
<td>1100</td>
</tr>
<tr>
<td>Walter Towers</td>
<td>*</td>
<td>1000</td>
</tr>
<tr>
<td>Mrs. Wilda Martin</td>
<td>Janitress</td>
<td>720</td>
</tr>
<tr>
<td>Randolph Rink</td>
<td>Bst. Bldg. &amp; Grounds</td>
<td>2200</td>
</tr>
<tr>
<td>Emmanuel Smith</td>
<td>Fireman</td>
<td>1320</td>
</tr>
<tr>
<td>Morris Young</td>
<td>*</td>
<td>1320</td>
</tr>
<tr>
<td>Michael Finkenbeiner</td>
<td>Grounds Laborer</td>
<td>1100</td>
</tr>
<tr>
<td>J. W. Palmer</td>
<td>Night Watchman</td>
<td>1000</td>
</tr>
<tr>
<td>Lincoln Miller</td>
<td>*</td>
<td>1000</td>
</tr>
</tbody>
</table>

Moved by Bowsher and seconded by Ganz that the nominations be confirmed at the salaries recommended. Voting aye, Shatzel, Brown, Ganz, Bowsher. Motion carried.

The Board and Dr. Williams then examined and discussed the plans and drawings prepared by the State Architect & Engineer and found them, in the main, to be satisfactory, but not entirely so. Mr. Thomas thereupon proposed to take the plans with him to Columbus and make them conform to the suggestions made stating that such change could and would be added to the plans without delay. This he was instructed to do at the earliest possible date and report to Dr. Williams when the completed plans are ready for presentation and further action of the Board.

The Board then by unanimous vote adjourned to meet at the call of the President.

Attest:

[Signature]

Secretary

Bowling Green, Ohio. August 2nd, 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, Secretary Dr. H. J. Johnston, and E. L. Bowsher. D. C. Brown, Vice President, and E. H. Ganz, Treasurer, were unavoidably absent. Vernon W. Riegler, Director of Education, Herbert B. Briggs, State Architect and Engineer, and Dr. Williams, President of the College, were also present.

The minutes of the meeting of July 4th, 1924, were read and approved.

Herbert B. Briggs, State Architect and Engineer, presented the preliminary sketches dated July 26th, 1924, for the Recitation and Library Building for which an appropriation was made by the last General Assembly amounting to $275,000.00. The drawings were explained by Mr. Briggs and carefully examined by the Board and Dr. Williams. Moved by Bowsher and seconded by Johnston that the preliminary plans be approved. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. Williams presented the resignation of Mrs. Gladys Webb, Matron of Williams Hall, effective August 1st, 1924. Moved by Bowsher and seconded by Johnston that the resignation be accepted. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. Williams presented the following nominations of instructors for the third summer term of five weeks, six days a week, beginning July 26th, 1924, at the salary set opposite the name of each.

<table>
<thead>
<tr>
<th>Name</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Effie Alexander</td>
<td>$400.00</td>
</tr>
<tr>
<td>Stella Allen (12 days)</td>
<td>$132.00</td>
</tr>
<tr>
<td>G. W. Beattie (30 days)</td>
<td>$475.00</td>
</tr>
<tr>
<td>O. P. Clutts</td>
<td>$425.00</td>
</tr>
<tr>
<td>D. J. Crowly</td>
<td>$400.00</td>
</tr>
<tr>
<td>Herbert Kimmel</td>
<td>$425.00</td>
</tr>
<tr>
<td>S. A. Kurts</td>
<td>$400.00</td>
</tr>
<tr>
<td>Elva A. Lyon</td>
<td>$285.00</td>
</tr>
<tr>
<td>Rea McCain</td>
<td>$400.00</td>
</tr>
</tbody>
</table>
Proceedings, Trustees Bowling Green Normal College

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W. L. Moseley $475.00
J. R. Overman (18 days) $320.00
C. D. Perry $425.00
Cora Purdy $325.00
C. F. Reeba $450.00
John Schwartz $450.00
R. M. Tunnicliiffe $475.00
W. A. Zaugg $455.00
Ethyl Blum (Librarian) $300.00
Jay Bone (Asst. Librarian) @ 27.50 94.50
Melva Gibson (Asst. Librarian) 240 hrs. @ 30¢ 72.00
Jonathan Ladd (Asst. Librarian) 240 hrs. @ 30¢ 72.00

Moved by Bowsher and seconded by Johnston that the nominations be confirmed at the salaries recommended. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. Williams presented an Extra Order Form for exchange of Reducing Valve to be issued to the Bryce Heating and Ventilating Company on their contract for Piping, Extension Tunnel and Piping to Recitation and Library Building, duly certified by the State Architect and Engineer and amounting to $21.33. Moved by Bowsher and seconded by Johnston that the extra be allowed. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

EXTRA ORDER FORM

June 13, 1924

ATTENTION Herbert B. Briggs
State Architect and Engineer

Re - Piping in Tunnel, Bowling Green State Normal School

We herewith propose to exchange and install Mason Reducing valve in Piping in Tunnel,

For the sum of $21.33

In addition to our Contract.

Respectfully submitted

Bryce Heating & Ventilating Co.
6/25 1924 (Signed) By John W. Bryce Contractor

I recommend the acceptance of this proposal

July 1 - 1924 (Signed) Herbert B. Briggs by J. L. Hoolopeter Asst. Architect

THE DEPARTMENT OF HIGHWAYS AND PUBLIC WORKS

The above proposal is hereby accepted and we recommend that it be approved and made a part of the contract dated 9/19/23.

J. E. Shatzel, Pres. (Signed) H. J. Johnston, Sec'y. (Signed)

August 2, 1924.

The above proposal is hereby approved.

(L. A. Boulay (Signed) Director of Highways and Public Works

Dr. Williams announced that he had notified coal dealers that bids would be received at this meeting for coal for the institution for the next year. Moved by Bowsher and seconded by Johnston that Dr. Williams return all coal bids to bidders and advise them that new bids would be received up to 12 o'clock noon on August 20th, 1924. All members voting aye, motion carried.

Dr. Williams, as custodian of college funds, presented financial statement of Miscellaneous Funds and Dormitory Funds which were ordered made a part of the record.
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FINANCIAL STATEMENT

MISCELLANEOUS FUNDS

Feb. 2, 1924, to June 14, 1924

Athletic Fund .......................... $269.86
Entertainment Fund ..................... 695.26
Social Fund ................................ 371.31
Debate & Dramatics ........................ 123.16

Bee Gee News ........................... 811.47 Deficit

Balance in Fund .......................... $1518.32

FINANCIAL STATEMENT

NORMAL COLLEGE DORMITORY

Feb. 4, 1924, to June 16, 1924

RECEIPTS

Board Receipts ............................. $2622.52
Room Receipts ............................. 2540.19

DISBURSEMENTS

Food .................................. 4880.41
Labor ................................. 2280.57
General Plant Repairs .................. 84.87
Water .................................. 306.13
Light, Heat & Power ....................... 370.13
Gas .................................. 166.30
Depreciation on Equipment ............... 209.50
General Plant Supplies .................. 135.19

Other operating expense ................. 140.11

GAIN FOR PERIOD .................. $510.23

RESOURCES

Liberty Bonds .......................... 5000.00
Certificate of Deposits ................ 50000.00
Cash on Hand .......................... 4887.74
Inventory of Food ........................ 205.87
Inventory of Supplies .................. 31.55
Equipment ................................ 609.00

LIABILITIES

The Institution ......................... $60734.16

Estimate #4 Final to Clague & Strohl on Tunnel to Recitation and Library Building duly certified by the State Architect and Engineer and amounting to $267.50 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from G-32, H.B. #622, Extension Tunnel and Sewer to Recitation and Library Building. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Estimate #4 Final to Clague & Strohl on Tunnel and Sewer to Dormitory duly certified by the State Architect and Engineer and amounting to $640.75 was presented for allowance. Moved by Bowsher and seconded by Johnston that the estimate be allowed and paid from G-32, H.B. #622, Extension Tunnel and Sewer to Dormitory. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

Dr. Williams presented and read Estimate #4 Final to the City of Bowling Green on Ridge St. improvement duly certified by M. I. Henahan, Division Engineer, and D. S. Maglott, City Engineer, and amounting to $4400.00. Moved by Bowsher and seconded by Johnston that the claim be allowed and paid from H-B State's Share of Street Improvement - Ridge St., H.B. #622. Voting aye, Shatzel, Johnston, Bowsher. Motion carried.

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

Attest:

Secretary

President