Proceedings, Trustees Bowling Green Normal College  

September 13, 1924

Voucher No.  Name of Payee  Appr'd Acct.  Totals
53  Hopper Hardware Co.  K-9  32.00
54  Home Steam Laundry  F-9  6.50
55  Mrs. J. H. Wilkena  F-9  6.95
56  Department of Industrial Relations  F-9  18.00
57  H. L. Hayward  G-3 Lib. Books  7.90

Moved by Ganz and seconded by Brown that the claims and expense accounts be allowed. Voting aye, Shatzel, Brown, Ganz, 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.
October 3, 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, Treasurer E. H. Ganz, and E. L. Bowsher. Dr. Williams, President of the College, was also present. Dr. H. J. Johnston, Secretary, was unavoidably absent.

E. L. Bowsher was elected Secretary pro tem.

The minutes of the meeting of September 13th, 1924, were read and approved.

Dr. Williams presented and read a letter to Herbert B. Briggs, under date of September 29th, 1924.

Sept. 29, 1924.

Mr. Herbert B. Briggs  
State Architect & Engineer  
Ohio-Hartman Bldg.  
Columbus, O.

My dear Mr. Briggs:

Our Board of Trustees will have a meeting on next Friday forenoon at 10:00 A.M., Eastern Time, and we sincerely hope that the plans for the new Recitation and Library building will be in shape to be presented for their signatures at that time.

Very truly yours

[Signature]
H. B. Williams

Dr. Williams also read telegram in reply to the above letter.

Dr. Williams  
Bowling Green, O.

Your letter came when I was out of city. On my return matters developed making trip to see you and your Board impossible. Can you come here Monday or Tuesday?

Herbert B. Briggs

Dr. Williams presented and read receipt from the Treasurer of State for $6308.12 to cover collections reported at the last meeting of the Board.

Department of Treasurer of State

To the Payer:  
Columbus, Ohio.  
Sept. 13, 1924.  #924

Bowling Green State Normal College has paid into the State Treasury as indicated above $6308.12
Six Thousand Three Hundred Eight - - - - - 12/100 Dollars collected from sources detailed in the above account.

Raymond P. Martin  
Cashier
It was moved by Ganz and seconded by Brown that Dr. Williams be authorized to consult, and if necessary, employ an expert engineer to inspect the heating and power plant to ascertain its condition and capacity for present and future needs. Voting aye, Shatzer, Brown, Ganz, Bowsher. Motion carried.

Estimate #1 Final to Wiggins & Gillespie amounting to $316.05 for Piping, Extension Tunnel and Sewer to Dormitory, duly certified by J. B. Stamps on behalf of Herbert Brigg, State Architect and Engineer, was presented for action of the Board. It appearing that this estimate was acted upon by the Board at a meeting held on June 20th, 1924, and that it is not developed that said action was premature and to no purpose that said action be and it is hereby rescinded and set aside, and that it since appearing that said estimate is in condition for allowance at this time, that the same be allowed in the amount of $264.05 of this date and paid from G-32, M.B. #62, Extension of Tunnel and Sewer to Dormitory. Voting aye, Shatzer, Brown, Ganz, Bowsher. Motion carried.

The following payrolls were presented for allowance.

### Sept. 30
- Lester Bower (Financial Clerk)
- Nettie Cross (Asst. Registrar)
- Mrs. Wesley Adams (Stenographer)
- Lucinda Brod (Bookkeeper)
- John Meyers (Janitor)
- E. E. Frost
- Walter Towles
- Mrs. W. Martin Tavernier (Janitress)
- Randolph Ronk (Bapt. Church, Grounds)
- Emanuel Smith
- Emory Young
- Michael Pickenbeiner (Grounds Laborer)
- J. W. Palmer
- Lincoln Miller (Night Watchman)
- Mrs. Fred Abbott (Labor Cleaning Adm.)
- Mary Meyers
- Mrs. Marie Wilcox
- Winifred Meyer
- Caroline Burket (Student Help Library)
- Willa Gibson (Assistant in "
- Maurice Lantz (Student Help Office)
- Clement Premo
- Jonathan Ladd
- Jean Sherer
- Miriam Long
- Helen Weber
- Thelma Reid

**Salaries** $1304.96

**A-2 Wages** $94.66

**$1404.64**

### Oct. 15
- H. B. Williams (President)
- G. T. Beattie (Instructor)
- C. J. Biery
- J. W. Carmichael
- Dorothy Clement
- D. J. Crowley
- Hazel Fitzgerald
- Marion Hill
- F. E. Harris
- Harriet S. Haywood
- Laura Heaton
- Clyde Hissong
- W. P. Holt
- Herbert Kimmel
- E. G. Knepper
- C. C. Kohl
- H. E. Mccain
- C. S. Martin
- E. L. Moasey
- Caroline Nielsen
- J. R. Overman
- C. D. Perry
- R. C. Powell
- Cora Purdy
- Stella M. Raney
- C. F. Reeds
- Vera Rayhons
- John Schwartz
- Maud Sharp
- Carolyn Shaw
- Winifred Skellen
- C. C. Snow
- Warren E. Steller
- R. M. Tunnelliffe
- Margaret Walker
- Frances Warner
- W. A. Zeugg
- Florence Brooks
- Maud Doane
- Myra Johnson
- Effie McDowell
- Lena I. Mills
- Grace Woolworth

**Salaries** $1418.00

**Wks.100.00** $93.61

**$1511.61**

**Pension**
Voucher No. | Name of Payee | App'rn | Total
-----|--------------|--------|--------
955 | Wiggins & Gillespie | G-32 Extension Tunnel & Sewer to Dormitory | 2666.05
58 | C. S. Meek | A-3 | 17.67
59 | The Ohio State Reformatory | C-4 | 8.00
60 | Jasmine Ink Corporation | C-4a | .46
61 | H. B. Williams | C-8 | 32.65
62 | Public School Publishing Co. | C-11 | 166.32
63 | Remien & Kuhnt Co. | C-11 | 4.60
64 | John-Mavonile | E-8 | 36.73
65 | The College Blue Books | E-8 | 770.00
66 | Motive Parts & Supply Co. | E-9 | 2039.50
67 | Oliver Machinery Co. | E-9 | 1.47
68 | Gray Screen Products, Inc. | E-9 | 866.20
69 | The City Water Co. | F-3 | 85.83
70 | Ohio Northern Public Service Co. | F-3 | 775.00
71 | Fred Cook | F-6 | 30.85
72 | H. B. Williams | F-6 | 1.07
73 | E. L. Bowsher | F-6 | 9.35
74 | Western Union Telegraph Co. | F-6 | 1.92
75 | Herbert B. Briggs | G-2 Recitation & Library Bldg. | 309.02
76 | A. N. Merquis & Co. | H-6 Books | 7.75
77 | W. E. Keraner | H-6 Teachers | 1693.57
78 | Civil Service Payroll | A-1 Salaries | 1304.96
79 | Instructor's Payroll | A-1 Salaries | 270.03
80 | President's Payroll | A-1 Salaries | 13311.64
81 | L. H. Yantley & Co. | C-9 | 1.75
82 | Ohio State Reformatory | C-9 | 17.67
83 | N. B. Williams | C-9 | 291.96
84 | H. S. Williams | C-9 | 441.99
85 | Athletic Supply Co. | C-9 | 4.75
86 | Carl Fischer, Music House | C-8 | 3.97
87 | W. Rapaport & Co. | C-8 | 1.00
88 | Lincoln & Dirlam | C-8 | 1.90
89 | Miler Bradley Co. | C-8 | 3.50
90 | The Sentinel Tribune | C-8 | 7.50
91 | The American Crayon Co. | C-8 | 8.66
92 | Ohio State Reformatory | C-8 | 9.00
93 | Public School Publishing Co. | C-8 | 28.71
94 | The Dobson-Evans Co. | C-8 | 31.22
95 | The Athletic Supply Co. | C-8a | 92.00
96 | The City Water Co. | E-1 | 4.48
97 | W. N. Welch Mfg. Co. | E-1 | 11.10
98 | Remington Typewriter Co. | E-8 | 375.00
99 | The Athletic Supply Co. | E-8a | 20.13
100 | The City Water Co. | F-3 | 69.73
101 | Ohio Northern Public Service Co. | F-4 | 164.40
102 | H. B. Williams | F-5 | 2.07
103 | D. C. Brown | F-6 | 10.00
104 | W. A. Zaugg | F-6 | 24.71
105 | W. A. Zaugg | F-6 | 22.90
106 | Winfred Skilled | F-6 | 27.37
107 | Winfred Skilled | F-6 | 30.65
108 | Wood County Telephone Co. | F-7 | 7.15
109 | Wood County Telephone Co. | F-7 | 8.45
110 | Matt Leinacker | F-9 | 22.00
111 | Burroughs Adding Machine Co. | F-9 | 4.84
112 | John K. Raney | F-9 | 5.80
113 | Harry A. Long | F-1 | 75.00
114 | Harry A. Long | F-1 | 43.63
115 | John S. Kenower | F-1 | 775.71
116 | Wiggins & Gillespie | F-1 | 66.00
117 | Dauot Glass & Groycoery Co. | G-3 Dorm. Equipment | 304.86
118 | Birkmayr-Odenich-Stowel Co | G-3 Dorm. Equipment | 2039.50
119 | Ohio State Reformatory | G-3 Dorm. Equipment | 436.75
120 | The Cleveland Range Co. | G-3 Dorm. Equipment | 518.75
121 | Ohio State Reformatory | G-3 Dorm. Equipment | 450.00
122 | Herbert B. Briggs | G-3 Rec. & Libr. Bldg. | 400.28
123 | Wiggins & Gillespie | G-32 Ext. Tunnel & Sewer to Dormitory | 15.00
124 | Wiggins & Gillespie | G-32 Ext. Tunnel & Piping to Rec. & Lib. Bldg. | 205.00
Moved by Ganz and seconded by Brown that the claims and expense accounts be allowed and paid, the fund designations to be made by Dr. Williams. Voting aye, Shatzel, Brown, Ganz, 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, Ohio.
Nov. 8, 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, Treasurer E. H. Ganz, and E. L. Bowsher. Dr. Williams, President of the College, was also present. Dr. Johnston, Secretary, was unavoidably absent.

E. L. Bowsher was elected Secretary pro tem.

The minutes of the meeting of October 3rd, 1924, were read and approved.

Dr. Williams reported that in pursuance to the action of the Board at its last meeting with respect to the survey of the heating system, on October 12th, 1924, he personally interviewed Herbert B. Briggs, State Architect and Engineer, and that as a result of the conference, it was agreed that a representative of the department would come to Bowling Green and personally inspect the heating plant with a view of making recommendations as to what is needed to give the plant adequate capacity for present and future needs of the College, and that on October 15th, 1924, he received notification in writing as follows:

STATE OF OHIO
Department of Highways and Public Works
L. A. Boulay, Director
Columbus

Oct. 15, 1924

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

Dear Sir:

This is to advise you that our Mr. A. I. Brown will be in Bowling Green next Tuesday evening and all day Wednesday for the purpose of advising you as to the cost of rehabilitation of the boiler plant of your institution. Please have your engineer at hand so that Mr. Brown will be able to consult with him.

Respectfully yours,
Herbert B. Briggs,
State Architect and Engineer.
By (Signed) S. L. Hollopeter
Assistant Architect.

Dr. Williams further reported that on October 22nd, 1924, Mr. A. I. Brown, Heating Engineer connected with the office of the State Architect and Engineer, came to Bowling Green and together with Randolph Ronk, Engineer, and himself, an inspection of the heating plant was made by the said A. I. Brown who promised a report in writing as soon as possible but the same had not yet been received.

Dr. Williams presented and read a letter to Herbert B. Briggs, State Architect and Engineer, under date of October 30th, 1924, also paragraph two from Mr. Briggs's reply, and the same was ordered spread upon the minutes.

Oct. 30, 1924.

Mr. Herbert B. Briggs
State Architect & Engineer
Ohio-Hartman Bldg.
Columbus, O.

My dear Mr. Briggs:

I am in receipt of your statement of the 1st amounting to $478.10 for personal service on plans for the library building and this reminds me