The Board of Trustees of the Bowling Green State University met at the Argonne Hotel, Lima, Ohio, at 7:00 P. M. on the above date. The members present were F. J. Prout, President; L. B. Montgomery, Secretary; Mrs. Bertha S. Dwyer, Treasurer; and Dr. Edward B. Pedlow. Dr. H. B. Williams, President of the University and Supt. H. B. Offenhauer, Superintendent of Lima Schools, were also present.

Moved by Pedlow and seconded by Montgomery that Supt. R. B. Offenhauer be elected President of Bowling Green State University. Voting: Prout, Montgomery, Pedlow, Mrs. Dwyer. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that Supt. Offenhauer be elected for a term of five years beginning September 1, 1937. Voting: Prout, Montgomery, Mrs. Dwyer, Pedlow. Motion carried.

Moved by Pedlow and seconded by Prout that President-elect Offenhauer be paid an annual salary of eighty-five hundred dollars ($3500.00). Voting: Prout, Montgomery, Pedlow, Mrs. Dwyer. Motion carried.

President-elect Offenhauer expressed his thanks to the Board for his election and promised to give every ounce of his strength to the continued growth of the University.

Dr. Williams reported that the Montgomery Ward house on East Hoosier Street opposite the Training School could be bought for $10,250.00. Moved by Pedlow and seconded by Mrs. Dwyer that Dr. Williams be authorized to purchase the above house at a price not to exceed the above sum and the purchase money be taken from the Dormitory Fund. Voting: Prout, Pedlow, Mrs. Dwyer, Montgomery. Motion carried.

The question of Dr. Williams' duties as President Emeritus was discussed. Moved by Pedlow and seconded by Mrs. Dwyer that Dr. Williams be authorized to have charge of the finishing of the buildings under construction, to organize the alumni and to perform such other duties as may be agreed to by President-elect Offenhauer and Dr. Williams and in case of a difference of opinion between them as to duties it be referred to the Board. Voting: Prout, Montgomery, Mrs. Dwyer, Pedlow. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that Dr. Williams be authorized to repair and use the two rooms next to Board Room for offices. Voting: Prout, Pedlow, Montgomery, Mrs. Dwyer. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that Miss Brod be allowed leave of absence, on salary, until January 1, 1938. Voting: Prout, Pedlow, Mrs. Dwyer, Montgomery. Motion carried.

Dr. Williams reported that the audit of the books of the University had been completed by the Bureau of Inspection and Supervision of Public Offices and the written report would be available soon. He stated that he had requested a letter from Raymond R. Wilson, the examiner who made the inspection, and would spread same upon the minutes of this meeting.

DEPARTMENT OF AUDITOR OF STATE
Columbus
August 26, 1937

Dr. H. B. Williams
Pres., Bowling Green State University
Bowling Green, Ohio

Dear Sir:

This is to certify that I have completed an audit of the books and records of your institution. In the course of the audit the following differences were discovered and I would call them to your attention.

General Accounts:

After adjusting errors in bookkeeping the cash of the General Accounts was found to be short in the amount of eighteen dollars and fifty-nine cents ($18.59). I have double checked the work and am positive that the above difference exists.

This discrepancy might be attributed to one of several reasons: chief among which is the possibility of errors in making changes in the rush of registrations. In view of the fact that the amount is negligible when compared with the amount handled during the period, it seems advisable to use more time in attempting to find the error since I am convinced that it is not an error in bookkeeping. Consequently, an adjusting entry placing the cash book in agreement with the bank statement was made at my suggestion.

Lima, Ohio
August 25, 1937
Proceedings, Trustees Bowling Green State College  
August 25, 1937

Bookstore:

All sales were accounted for with one exception. The daily sales for October 2, 1934 in the amount of seventy-four dollars and forty cents ($74.40) was never placed on the cash book and no receipt was issued for this amount. At this date I am not able to say what action, if any, will be taken in this matter, but I will endeavor to see Miss Brod before filing my report.

With the foregoing exceptions the accounts were found to be in perfect order. I have made some suggestions to your business office which I believe will in some respects simplify their work and which will also enable them to keep a closer check on their cash account in the future. These suggestions will be found in the report which you will receive at a future date.

Respectfully yours,

(Signed) Raymond R. Wilson

Raymond R. Wilson
State Examiner

P. S. While my audit was made as of July 26, 1937, would advise that I have taken off another balance as of August 25 and the accounts are in perfect order at this date.

R. R. W.

Moved by Mrs. Dwyer and seconded by Pedlow that the Bank of Wood County, Bowling Green, Ohio, be designated the depository for University Funds for two years. Voting aye: Pratt, Mrs. Dwyer, Pedlow, Montgomery. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that the proposal of Morton & Nadalin to repair old plastering in auditorium be accepted at a cost of $25.00. Voting aye: Pratt, Montgomery, Mrs. Dwyer, Pedlow. Motion carried.

Moved by Mrs. Dwyer and seconded by Pedlow that the proposal of Morton & Nadalin to level off 1500 square yards of old plaster in auditorium be accepted at a cost of $450.00. Voting aye: Pratt, Montgomery, Pedlow, Mrs. Dwyer. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that we waive the state fee of $65.00 for each of five crippled students to be selected by the State Department of Rehabilitation. Voting aye: Pratt, Montgomery, Pedlow, Mrs. Dwyer. Motion carried.

Dr. Williams nominated Mrs. Payne Herriff to be Manager of Dormitories at a salary of $125.00 per month for the academic year of nine months. Moved by Pedlow and seconded by Mrs. Dwyer that Mrs. Herriff be employed. Voting aye: Pratt, Pedlow, Mrs. Dwyer. Nay: Montgomery. Motion carried.

Dr. Williams nominated the following new instructors for the year 1937-38 and recommended that they be confirmed at the salaries set opposite the name of each:

- English - Stella Sutherland .... $2200.00
- English - Luella R. Tressman .... $2200.00
- History - Benton H. Wilcox .... $2400.00

Moved by Mrs. Dwyer and seconded by Pedlow that the nomination of the above instructors be confirmed at the salaries recommended. Voting aye: Pratt, Montgomery, Pedlow, Mrs. Dwyer. Motion carried.

Moved by Pedlow and seconded by Mrs. Dwyer that Homer B. Williams, the first President of the University, February, 1912 to September, 1937, be given a vote of thanks for his efficient leadership in the construction and development of the institution from a few unimproved lots and dilapidated fields to its present attractive campus and recognized rank as a State University of approved standards.

Moved by Montgomery and seconded by Pratt that we do now adjourn.

Motion carried.

Attest:

[Signatures]

President

Secretary