2-13-1939

Board of Trustees Meeting Minutes 1939-02-13

Bowling Green State University

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It was moved by Mrs. Dwyer and seconded by Coriell that Dr. H. B. Williams, President Emeritus, be authorized to sign all documents and instruments, not requiring the signatures of the Board, or its officers; that he shall carry out as far as is possible the policies of the late president; and that he be, and hereby is, authorized to furnish all information required by the Federal Emergency Administration of Public Works and the Federal Works Progress Administration and to sign same with the title of President Emeritus. Voting aye: Pedlow, Coriell and Mrs. Dwyer; no: Montgomery. Mr. Urschel did not vote. Motion carried.

It was moved by Mrs. Dwyer and seconded by Montgomery that in the consideration of a successor to Dr. R. E. Offenhauer that no member of the present faculty will be eligible for the position. Voting aye: Pedlow, Coriell, Montgomery, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Montgomery and seconded by Urschel that there shall be a thirty day period of mourning for Dr. R. E. Offenhauer and that during that time the flag at the University shall be flown at half-mast. Voting aye: Pedlow, Coriell, Montgomery, Mrs. Dwyer and Urschel. Motion carried.

By common consent of the Board, Dr. H. B. Williams will assume the chairmanship of the Building Committee. The membership of the committee consists of Dr. H. B. Williams, chairman, Mrs. Bessie S. Dwyer and Mr. E. E. Coriell. It was further agreed that the signature of the President Emeritus alone or the signatures of a majority of the committee would be sufficient to validate all documents requiring the signature of the Building Committee.

It was moved by Coriell and seconded by Montgomery that Dr. Williams be authorized to make application of the State Auditor's Office for an audit of the records of the University up to and including December 31, 1938. Voting aye: Pedlow, Coriell, Montgomery, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Montgomery and seconded by Coriell that the meeting adjourn to meet again at the call of the president. Voting aye: Pedlow, Coriell, Montgomery, Mrs. Dwyer and Urschel. Motion carried. Meeting adjourned.

February 13, 1939

The Board of Trustees of the Bowling Green State University met in a regular meeting at its office in the Administration Building at 2:00 o'clock p.m. on February 13, 1939. The members of the Board present were Dr. Edward B. Pedlow, president; E. E. Coriell, vice president; Mrs. Bessie S. Dwyer, treasurer; and J. J. Urschel. Mr. L. N. Montgomery, secretary, was unavoidably absent. Dr. H. B. Williams was also in attendance as Acting President.

In the absence of Mr. Montgomery, Dr. Pedlow appointed E. E. Coriell to act as Secretary Pro Temp.

The minutes of the meeting of January 2, 1939 were read and approved.

Dr. Williams reported receipts for remittances to State Depository Trust Fund in the amount of $25,00 and remittances to State Treasurer in the amount of $3937.71. To Mrs. Dwyer he presented checks for indorsement in the following amounts: $32,541.01 for State Treasurer and $695.48 for State Depository Trust Fund. These were then forwarded to their respective depositories.

TO ORIGINATING DEPARTMENT, DIVISION, OR INSTITUTION
Columbus, Ohio, January 24, 1939 No. 223

The Department of The Treasurer of State hereby certifies that the above payer Bowling Green State University has on this date paid into the State Depository Trust Fund the sum of $25.00 collected from sources detailed and to be credited to the fund shown above.

L. E. Johnston, Cashier

TO ORIGINATING DEPARTMENT, DIVISION, OR INSTITUTION
Columbus, Ohio, January 24, 1939 No. 363

The Department of The Treasurer of State hereby certifies that the above payer Bowling Green State University has on this date paid into the State Treasury the sum of $3937.71 collected from sources detailed and to be credited to the fund or account as shown above.

L. E. Johnston, Cashier
The following report of payments from the Construction Account for Docket CH-1390-F was made:

Jan. 9 Northern Ohio Telephone Co. Phone Service 21 $9.85
10 John P. Schooley Services 22 1428.53
10 Toledo Testing Lab. Services 23 12.00
10 Bank of Wood County Services 24 3.33
12 Hadlock-Krill Est. # 6 25 1403.87
Feb. 10 Northern Ohio Telephone Co. Phone Service 26 11.35

It was moved by Mrs. Dwyer and seconded by Coriell that the nomination of the following instructors for the summer session be confirmed at the salary set opposite the name of each:

J. W. Carmichael Professor $777.76
Gilbert W. Cooke Assistant Professor 622.22
D. J. Crowley Professor 777.76
E. E. Dickerman Assistant Professor 243.92
Ralph C. Harshman Assistant Professor 600.00
Albert M. Hayes Professor 711.10
Laura Heston Professor 1000.00
Clyde K. Hasse Associate Professor 888.88
W. P. Holt Professor 21
W. C. Hoppes (2/3 time) Associate Professor 469.23
W. B. Johnson Professor 665.56
E. G. Eynon Associate Professor 844.44
Samuel H. Lowrie Professor 760.00
Rea McAteer Associate Professor 800.00
E. C. McEwen Professor 711.10
C. S. Martin Professor 866.66
H. N. Mathias Assistant Professor 533.32
S. E. Mayfield Assistant Professor 666.66
Geo. N. Moore Assistant Professor 600.00
Caroline Nielsen Professor 711.10
H. F. Nordmann Assistant Professor 755.56
Harry Ockerman Professor 775.54
P. C. Ogil Associate Professor 644.44
Nellie Ogil Associate Professor 711.10
Russell L. Packard Assistant Professor 733.34
Upton Palmer Assistant Professor 662.22
E. C. Powell Associate Professor 711.10
Lloyd Ramseyer Instructor 900.00
Cecil L. Rew Assistant Professor 666.66
John Schwartz Professor 988.68
Duncan Scott Instructor 766.66
J. E. Shafer Assistant Professor 666.66
Leonard Slater Assistant Professor 666.66
W. E. Steidtmann Assistant Professor 666.66
W. E. Steller Assistant Professor 777.76
G. C. Stinson Associate Professor 22
Helen E. Todd Associate Professor 777.76
Florence Williamson Professor 777.76
Grace D. Wills Assistant Professor 777.76
H. C. Withington Associate Professor 666.66
W. A. Ziegler Professor 888.88
Neva West (½ time) Instructor 200.00
A. B. Conklin Critic 250.00
F. C. Skibbie Critic 200.00
John W. Fariette Critic 150.00
E. B. Martin Critic 150.00
Eugene Morse Critic 200.00
Gladys Burling Assistant Librarian 455.54
Ruby L. King Assistant Librarian 133.33
Margaret Yocom "assistant Librarian 313.12
Alma Leedom Assistant Registrar 400.00
S. W. Perry Registrar 800.00
Margaret Hurlbut Instructor 50.00
Joyce Murphy 75.00

Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Mrs. Dwyer and seconded by Coriell that the informal selection of Stone Creek Brick, shade #60-D, dated 11-1-38, for the Men's Dormitory be confirmed. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Mrs. Dwyer and seconded by Coriell that the opening date of the next academic year be deferred until September 18, 1939 so that as much time as possible may be allowed for getting the Men's Dormitory in readiness. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Coriell and seconded by Mrs. Dwyer that the following recommendations be approved:

Proceedings, Trustees Bowling Green State College
February 13, 1939
1. The accommodations for the Men’s Dormitory be limited at the outset to room and table board.

2. Rates for the Men’s Dormitory shall be as follows:
   - Double room — $1.50 per week per student
   - Single room — 2.00 per week
   - Table board — 4.00 per week per student

3. The dining room shall be open to faculty members and students living off the campus at regular rates for all their meals, and for any regular part of their meals.

Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Mrs. Dwyer and seconded by Coriell that the “copy” for the Summer Session Bulletin, Graduate Bulletin and University Catalogue be accepted and that informal bids be secured and the contracts for the printing be awarded to the lowest and best bidder in each case. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Urschel and seconded by Coriell that the following Resolutions for Revision of Costs on Docket OH-1390-F and on Docket OH-2093-F be passed and become effective immediately. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

1. Docket OH-1390-F

   WHEREAS, the latest breakdown of estimated costs approved by the Federal Emergency Administration of Public Works on its PWA Form 194, dated December 12, 1938, is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Preliminary expenses</td>
<td>$100.00</td>
</tr>
<tr>
<td>2. Land and right-of-way</td>
<td>0.00</td>
</tr>
<tr>
<td>3. Construction cost</td>
<td>277,521.00</td>
</tr>
<tr>
<td>4. Engineering and architectural expenses</td>
<td>17,000.00</td>
</tr>
<tr>
<td>5. Legal, administrative and other overhead</td>
<td>0.00</td>
</tr>
<tr>
<td>6. Interest during construction</td>
<td>0.00</td>
</tr>
<tr>
<td>7. Miscellaneous</td>
<td>100.00</td>
</tr>
</tbody>
</table>

   Total estimated cost of the project $293,021.00

   WHEREAS, since the date of the approval of such breakdown of costs it has become necessary to increase Item 3, Construction to provide funds for increased costs thereunder and it is found that there will be an unused balance in Item 7, Miscellaneous which should be transferred to Item 5, Legal, administrative and other overhead, to provide for increased costs or contingencies thereunder and the estimated cost herefore approved should be revised.

   NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Bowling Green State University, State of Ohio:

   Section 1. That the Federal Emergency Administration of Public Works be and the same is hereby requested to indicate its approval of the following revised estimated cost of the project:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Preliminary expenses</td>
<td>$100.00</td>
</tr>
<tr>
<td>2. Land and right-of-way</td>
<td>0.00</td>
</tr>
<tr>
<td>3. (a) Contracts awarded and approved contract change orders</td>
<td>$277,330.87</td>
</tr>
<tr>
<td>(b) Contingency for contemplated contracts and change orders</td>
<td>10,825.11</td>
</tr>
<tr>
<td>4. Engineering and architectural expenses</td>
<td>17,000.00</td>
</tr>
<tr>
<td>5. Legal, administrative and other overhead</td>
<td>100.00</td>
</tr>
<tr>
<td>6. Interest during construction</td>
<td>0.00</td>
</tr>
<tr>
<td>7. Miscellaneous</td>
<td>0.00</td>
</tr>
</tbody>
</table>

   Revised total estimated cost of project $304,796.00

   Section 2. That this resolution shall go into immediate effect.

   PASSED this 13th day of February, 1939.

   Board of Trustees of
   Bowling Green State University

2. Docket OH-2093-F

   WHEREAS, the latest breakdown of estimated costs, approved by the Federal Emergency Administration of Public Works on its PWA Form 194, dated January 7, 1939, is as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Preliminary expenses</td>
<td>$100.00</td>
</tr>
<tr>
<td>2. Land and right-of-way</td>
<td>0.00</td>
</tr>
<tr>
<td>3. Construction cost</td>
<td>159,937.00</td>
</tr>
<tr>
<td>4. Engineering and architectural expenses</td>
<td>9,599.00</td>
</tr>
<tr>
<td>5. Legal, administrative and other overhead</td>
<td>0.00</td>
</tr>
<tr>
<td>6. Interest during construction</td>
<td>0.00</td>
</tr>
<tr>
<td>7. Miscellaneous</td>
<td>0.00</td>
</tr>
</tbody>
</table>

   Total estimated cost of the project $169,536.00
WHEREAS, since the date of the approval of such breakdown of costs it has become necessary to increase Item 3, Construction to provide funds for increased costs thereunder; and it has become necessary to increase Item 4, Engineering and architectural expenses to provide funds for increased costs thereunder; and it has become necessary to establish funds in Item 5, Legal, administrative and other overhead, to provide funds for costs thereunder; and the estimated cost heretofore approved should be revised.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Bowling Green State University, State of Ohio:

Section 1. That the federal Emergency Administration of Public Works be and the same is hereby requested to indicate its approval of the following revised estimated cost of the project:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Preliminary expenses</td>
<td>$100.00</td>
</tr>
<tr>
<td>2. Land and right-of-way</td>
<td>$0.00</td>
</tr>
<tr>
<td>3. (a) Contracts awarded and approved</td>
<td></td>
</tr>
<tr>
<td>(b) Contract change orders</td>
<td>$165,285.00</td>
</tr>
<tr>
<td>(c) Contingency for contemplated contracts and change orders</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Construction cost</td>
<td>$170,285.00</td>
</tr>
<tr>
<td>4. Engineering and architectural expenses</td>
<td>$12,000.00</td>
</tr>
<tr>
<td>5. Legal, administrative and other overhead</td>
<td>$100.00</td>
</tr>
<tr>
<td>6. Interest during construction</td>
<td>$0.00</td>
</tr>
<tr>
<td>7. Miscellaneous</td>
<td>$0.00</td>
</tr>
<tr>
<td>Revised total estimated cost of project</td>
<td>$132,485.00</td>
</tr>
</tbody>
</table>

Section 2. That this resolution shall go into immediate effect.

Passed this 13th day of February, 1939.

The following Change Orders on Docket OH-1390-F and Docket OH-2093-F were presented for action of the Board:

Docket OH-1390-F

Resolution by Board of Trustees, Bowling Green State University

In re: Extras & Deduction Hadlock-Krill Co.

Women's Physical Education Building

Docket OH-1390-F

Resolved that the following additions and deductions are approved in connection with contract #1 on PWA Docket OH-1390-F

1. Anchors for windows - our letter of December 6
2. Additional door between Rooms B18 and B-19 - our letter of January 27
3. Omission of plaster painting
4. Omission of cement sidewalk south of building
5. Credit as outlined in our letter of Jan. 31
6. Deduct $20.00 for using Master Builders Saniseal in lieu of Lepidolith floor hardener

The above items amount to a total deduction of $589.87 from the Hadlock-Krill Co. contract. Dr. H. B. Williams is hereby authorized to sign necessary PWA and state forms in connection therewith.

Moved by Mrs. Dwyer and seconded by Coriell that the Resolution be adopted. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

Resolved that the following additions and deductions are approved in connection with contract #2 on PWA Docket OH-1390-F

1. Substitute Basmor gas fired boiler in place of Rund hot water heater as originally specified.
2. Deduct for chipped drinking fountain in first floor corridor.

The above items amount to a total addition of $105.00 to W. J. Gillespie contract. Dr. Williams is hereby authorized to sign necessary PWA and state forms in connection therewith.

Moved by Coriell and seconded by Mrs. Dwyer that the Resolution be adopted. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

Resolved that Dr. H. B. Williams be authorized and directed to request an extension of contract time on docket OH-1390-F on Contracts 1 to 4 inclusive for the women's Physical Education Building. This is necessary due to the fact that the Electrical service is tied up with the Natatorium service. Time requested to April 1, 1939. Dr. Williams is hereby authorized to sign all necessary PWA and state forms in connection therewith.

Moved by Urschel and seconded by Mrs. Dwyer that the Resolution be adopted. Voting yes: Pedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.
Resolved that the following additions are approved in connection with the General contract # 5 on FWA Docket OH-1390-F:

1. Additional depth required for foundation bearing
   Add $ 3473.00
2. Additional drain tile requested
   Add 111.36
3. Additional Hardware requested
   Add 94.00

The above items amount to a total addition of $3678.36 from the Hadlock-Krill Company contract. Dr. H. B. Williams is hereby authorized to sign all necessary FWA and state forms in connection therewith.

Moved by Mrs. Dwyer and seconded by Coriell that the Resolution be adopted. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

Docket OH-2093-F

Resolved that the following additions and deductions are approved in connection with the General Contract on FWA Docket OH-2093-F:

Widen Ramp door and install new door Janitor's room to storage
Add $ 96.00
Rearrange section of first floor to provide Apartment facilities
Add 292.00

The above items amount to a total addition of $388.00 to Knowlton Construction Co. contract. Dr. H. B. Williams is hereby authorized to sign all necessary FWA and state forms in connection therewith.

Moved by Urschel and seconded by Coriell that the Resolution be adopted. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

Resolved that the following additions are approved in connection with the Plumbing Contract on FWA Docket OH-2093-F:

Furnish as specified: gas fired hot water heating boiler.
Add $297.50
Furnish as specified: Bathroom plumbing.
Add 371.00

The above items amount to a total addition of $1,268.00 to W. J. Gillespie Contract. Dr. H. B. Williams is hereby authorized to sign all necessary FWA and state forms in connection therewith.

Moved by Urschel and seconded by Mrs. Dwyer that the Resolution be adopted. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

Resolved that the following additions and deductions are approved in connection with the Heating Contract on FWA Docket OH-2093-F:

Substitute Fulton temperature control valves in place of Hand Valves on 14 radiators in Dining Room as specified.
Add $175.00
Substitute Thermo-Tile for Durante as specified.
Deduct 136.00

The above items amount to a total addition of $39.00 to W. J. Gillespie's contract. Dr. H. B. Williams is hereby authorized to sign all necessary FWA and state forms in connection therewith.

Moved by Coriell and seconded by Mrs. Dwyer that the Resolution be adopted. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Urschel and seconded by Mrs. Dwyer that two used trucks be purchased from WPA funds which heretofore have been appropriated for the WPA project. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

A financial statement showing the need of $93,124.00 to complete the men's dormitory was submitted to the Board and discussed by them. It was moved by Coriell and seconded by Urschel that the Board employ the firm of Peck, Shaffer, Williams and Gorman of Cincinnati as its attorneys to prepare all papers necessary to negotiate for a bond issue of $100,000.00. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried.

It was moved by Urschel and seconded by Coriell that the meeting adjourn to meet again at the call of the president. Voting yes: Fedlow, Coriell, Mrs. Dwyer and Urschel. Motion carried. Meeting adjourned.

Attest:

[Signature]

[Signature]