Board of Trustees Meeting Minutes 1951-06-02

Bowling Green State University

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It was moved by Mr. Schwyn, seconded by Mr. Donnell that the Business Manager be authorized and instructed to proceed immediately with the necessary building alterations and repairs on a time and material basis and to install linoleum or asphalt tile in each of the rooms. Total estimated cost for East and West Hall not to exceed $4,000. All members voting "aye". Motion carried.

The following payroll changes were approved:

Changes on the Civil Service payroll for the one half month ending May 31, 1951

**New Employees:**
- Clyde Koontz, effective May 16, Accountant I; $3,600.00 per year, $300.00 per month.
- Phyllis S. Hefflinger, Typist, effective May 16, $125.00 per month, $1,500.00 per year.
- Edward J. Sandwisch, effective May 16, Janitor, $1,900.00 per year, $158.34 per month.
- Grover Kerlillat, effective May 16, Fireman's Helper, $2,100.00 per year; $175.00 per month.

**Resignations:**
- Maria Swinger, effective May 16
- Lois Robin, effective May 17
- Margaret Foraker, effective May 21
- Betty Alexander, effective May 23
- Dorothy Skriletz, effective May 16
- Gladys Rollenbacher, effective May 1
- Celestine Palguta, effective May 21

Leaves of Absence:
- June Aller for one half month effective May 16, 1951

**Supplemental Civil Service Payroll for the one half month period ending April 15, 1951**

Resignations:
- Harry Dick resigned April 7 instead of April 16, as previously reported.

Changes on the Supplemental Faculty Payroll for the one month period ending June 3, 1951

- Gladys Cook - substitute for Miss Hruby for one month at $150.00 a month.

There being no further business, the Board adjourned.

Attest:

E. T. Rodgers  
President

Alva W. Bachman  
Secretary

Bowling Green, Ohio  
June 2, 1951
The Board explained that the President has full responsibility and authority for directing and managing University affairs, under broad policies laid down by the Board. It was agreed that Dr. McDonald shall serve as President under continuing contract which shall be self-extending at the expiration of each five-year term until his retirement, after which he shall become President emeritus for the remainder of his life at an annual salary equal to half his last year's salary as President. The Board indicated its intention that the President's salary be at least as much as any of the three comparable State Universities. Dr. and Mrs. McDonald shall have use of the President's Home, with maintenance and household service, meals when desired in University dining halls, and such other provisions as the Board may deem appropriate.

There being no further business the Board adjourned.

Attest:

E. F. Rodgers
President

Alva W. Bachman
Secretary

Bowling Green, Ohio
June 27, 1951

Meeting on the above date. Members present: Mr. Bachman, Mr. Schwyn and Mr. Rodgers.

Minutes of previous meeting were read and approved.

President Prout reported to the Board that in order to comply with the requirements of the American Association of University Women we must take immediate steps toward providing food service in all women's residence halls. After having a survey made by an outside consulting firm it was deemed advisable to attempt to start food service in Shatztel Hall at this time because of a necessity for major alterations and repairs and a complete outlay of new equipment. It is felt, however, that we can start Kohl Hall kitchen for a total estimated cost of between twenty-five and thirty thousand dollars which will include new kitchen and dining room equipment, re-conditioning service lines and existing equipment, providing storage for staples in the storage and receiving building, and the purchase of a panel truck. It appears at this time that most equipment can be delivered by the middle of September. However, because of the critical situation in stainless steel, motors and electrical fittings we may not be able to have the kitchen ready by the opening of the fall term, in which case it would be necessary to continue serving in the Commons for a period of time. If it would be desirable to go ahead with this program the Board should take the following action: first, to permit the purchasing of equipment immediately without bids where necessary; second, to borrow money from the Commons or any other local funds which are not now pledged for bond retirement. Such a loan would have to be made junior to bonds for Dorms 8 & 9 because Kohl Hall revenues are pledged for the retirement of these bonds.

It was moved by Mr. Bachman, seconded by Mr. Schwyn that the Business Manager be authorized and directed to proceed immediately with the purchasing of all equipment and supplies incidental to the operation of Kohl Hall kitchen and dining room and that where necessary to insure delivery by Fall such orders may be placed without competitive bids. All members voting aye. Motion carried.

It was moved by Mr. Schwyn, seconded by Mr. Bachman that the Business Manager be directed to borrow money in the name of Kohl Hall from the Commons dining room or any other local account at the rate of 2½% per annum. Said note shall be for a period of twenty years and shall be secondary to Dorms 8 & 9 bonds for which the revenue of Kohl Hall is pledged for retirement. All members voting aye. Motion carried.

President Prout further stated that we should have table service in both Kohl Hall and Williams Hall for at least the dinner meal. If this is done we should increase the board rate to $8.50 per week. If this proves inadequate it may be necessary to raise the rate another 50¢ after we have had an operating expense record. It was moved by Mr. Schwyn, seconded by Mr. Bachman that the board rate for Williams and Kohl Hall shall be $8.50 per week effective September 1951. All members voting aye. Motion carried.

Changes on the Civil Service Payroll for the one half month ending June 15, 1951.

New Employees:
- Gus L. Bushman, $2,460.00 per year, $205.00 month, painter, effective June 1, 1951
- Mary Margaret Gee, $1,800.00 per year, $150.00 month, clerk, effective June 1, 1951
- Frances Whittaker, $2,880.00 per year, $240.00 per month, custodian, effective June 18, 1951
- Joan Brechmacher, $2,880.00 per year, $240.00 per month, custodian, effective June 15, 1951
- Ruth Cocklin, $2,880.00 per year, $240.00 per month, custodian, effective June 15, 1951
- Marjorie Carberry, June 15

Leaves of Absence:
- Mary Margaret Gee, June 14

Returned from Leave Absence:
- Mrs. Allen, effective June 1, 1951

Increases and change of classification:
- Christie Miller, Custodian Supervisor, effective June 1, $2,280.00 per year, $190.00 per month
- James H. Russey, Plumber, effective June 1, $2,700.00 per year, $231.66 per month

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The President read the commission from Governor Frank J. Lausche appointing Frazier Reams to membership on this Board of Trustees for a period of five years from May 18, 1951 to May 17, 1956. He also presented the oath of Mr. Reams, executed at Toledo, Ohio, on June 1, 1951.

The following payroll changes were approved by unanimous vote of the membership of the Board.

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