

Bellingham, Wash., Jan. 7, 1905.

The Normal school board met in regular monthly session at 3 p. m. in the office of the principal at the school building. Present: Chairman Edens, Trustee Minton, Principal Mathes, and the clerk.

The board spent some time in informal discussion of needs of the institution.

A purchase of a desk was authorized for the use of the clerk.

The clerk was instructed to investigate the status of the students' loan fund and report at the next meeting.

A loan, amounting to \$20, was authorized made from this fund, in accordance with conditions governing its disposition, to Miss Ethel Waite.

The principal was authorized to place an order for 5,000 one-cent stamped envelopes, and for 5,000 two-cent stamped envelopes.

The clerk was authorized to order 5,000 sheets of printed letter heads, 1,000 9 1/2 inch envelopes, and 1,000 6 1/2 <sup>inch</sup> cent envelopes.

The principal was authorized to purchase such additional style of stationery as he considered necessary for the correspondence of his office.

The principal was further authorized to buy a rotary mimeograph with necessary equipment, for the use of the school.

The rent charged for the campus dining hall was reduced from \$25 per month to \$10, beginning January 1, 1905.

The salary of the clerk was fixed at \$33 1/3 per month, beginning with January 1, 1905.

If satisfactory terms could be secured, the principal was instructed to negotiate the purchase of 125 lockers for the gymnasium.

The clerk was instructed to secure three copies of the school law for the trustees.

Bills were passed, and vouchers ordered made by the clerk to forward the state auditor for the issuance of warrants, as follows:

On Maintenance Fund.-

No. 403	E. T. Mathes	\$ 59.15.
" 408	B. B. Imp. Co.	30.70.
" 409	B. B. Fur. Co.	9.00
" 410	Morse Hdw. Co.	8.15
" 411	C. M. Sherman	13.90
" 412	Munro, Blake & Haskell	3.00
" 413	Benson & Morris, Co.	5.40

-2-

No. 414	Smith Premier Typewriter Co.	\$124.50
" 415	Barker, Florist	4.75
" 416	Whatcom Co. Ry. & Light Co.	3.80
" 417	Silver, Burdett & Company	79.55
" 418	Ginn & Co.	15.98
" 419	The Whitaker & Ray Co.	10.50
" 420	P. K. Dodd	3.00
" 421	Northwest Journal of Education	8.00
" 422	Chapman Bros. & Co.,	9.00
" 423	Pacific Coast Press	16.88
" 424	E. M. Griffin & Co.	43.12
" 425	Lowman & Hanford	12.31
" 426	Milton Bradley Co.	18.10
" 427	Sunset Tel. & Telegraph Company	18.00

On the fund for improving campus -  
431

Np. 431	Chas. E. Lind	\$ 58.13
" 430	A. H. Montgomery	10.50

On Equipment for Laboratory fund.-

Np. 428	Scientific American	\$ 2.40
" 429	Frizell Electric Company	10.85

In addition to the foregoing vouchers for the state auditor, receipts were ordered prepared and checks issued on the library bank fund as follows-

	<i>Puget Sound Bulletin</i>	<i>\$17.20</i>
<i>Q. in the</i>	<i>A. B. McBlury &amp; Co.</i>	<i>87.20</i>

On the trustees' fund, as follows.-

	<i>What. Co. Ry. &amp; Light Co.</i>	<i>\$25.00</i>
	<i>Byron Grocery Co.</i>	<i>10.00</i>

Meeting Adjourned.

*Approved Feb 4 '05*

*Roy O. Hadley* Clerk.

*proffers* President.