

February 11, 1914.

The Board of Trustees met at their office in the Normal School at 7:30 p. m. Present: Trustees Barlow, and Olsen, and the Registrar.

Minutes of the meeting of January 14 were read and adopted.

COMMUNICATION FROM THE PRINCIPAL

In the absence of Principal Mathes, who had started on a trip to the annual national meeting of School Superintendents at Richmond, Va., a communication from him which had been filed with the registrar was read as follows:

February 11, 1914.

Mr. J. M. Edson, Registrar,
State Normal School,
Bellingham, Washington.

My Dear Mr. Edson:--

The following items should be given attention by the Board of Trustees at their meeting this evening:

First: Miss Anna Storm has been employed to take the place of Miss Sperry in the faculty. She has been employed for four months (February to May, inclusive) at a salary of one hundred dollars per month, with the understanding that she will be retained for the summer school at the same salary if it is found that her services will be needed.

Second: At the present time, three members of the faculty have notified us that they will not remain for the summer session. This means a saving of two months in salary for each of these people. The indications are that we will need the services of an additional teacher in the manual training department during the summer session, and Mr. Gebaroff has recommended that we employ two members of our senior class, each to work on half time. The cost will be about forty dollars per month for each student. Dr. Deerwester, who has the summer school in charge, can furnish the details in this matter. The Board can reach him by phone during their meeting if desired.

Third: Mr. Lemach has called our attention to the fact that the steam pipes in the boiler room need covering very badly. We are losing a great amount of heat there constantly, and besides, the boiler room is oppressively warm in its present condition. There is a communication before the trustees now concerning the cost of this work.

Fourth: The Fire Chief of the city has called at the Normal School and indicated that we should provide fire escapes on the building. He refers us to Ordinance 842. We recommend that this matter be referred to a committee, with instructions to secure plans and costs for the necessary escapes.

Fifth: We have not yet taken steps to rent a piano for the students to use in practice. Mrs. Thatcher reports that there are eight or nine students at present who wish to practice one hour daily, and we have no pianos available for them except early in the morning or late in the afternoon. We can now set aside a room in the basement where a piano may be placed for the practice work. Each student pays one dollar per month as rental, and this sum would more than pay the cost to us for renting a piano for their use. The Trustees might purchase a piano on the installment plan and let the rent apply as payment each month. We suggest that this matter be referred to Mrs. Thatcher and Mr. Epley.

Sixth: Before moving into the new addition, we made an agreement with Mr. Brandt whereby he cleaned the windows on two floors of the building in lieu of being relieved from paying a penalty for not delivering to us the building on January 10th, as we had requested. Mr. Brandt furnished two men for a full week, and we recommend that no penalty be imposed upon him.

Respectfully submitted,



Principal.

The communication was ordered placed on file, certain action being taken thereon as hereinafter shown.

COMMUNICATION FROM CITY FIRE CHIEF

A communication was received from the Chief of the Fire Department of the City of Bellingham calling the Board's attention to the lack of fire escapes on the Normal School building, not in compliance with Ordinance # 842. Also to the requirement of a stand-pipe for each division of the building. And also to a state law requiring all schools to hold fire drills.

The Board took action upon the subjects therein discussed by referring the matter of providing fire escapes and stand-pipes for the school to Mr. Barlow.

The matter of fire drills was referred to the Principal.

ENTRANCE FEE REMITTED TO HALF-YEAR GRADUATES

On motion it was ordered that mid-year graduates who have paid a full years entrance fee for the year 1913-1914 be remitted the balance in excess of the one semester charge.

CONTINGENT V. C. TO MRS. POWELL

The Matron, Mrs. Powell furnished an accounting for the expenditure of V. C. #1505 charged to the contingent fund, and it was ordered that another voucher check for \$10 be issued in her favor for contingent purposes.

CURRENT BILLS AUDITED AND ALLOWED

The bill of Booker & Campbell for the masonry work in setting boiler #2 in the Normal building, amounting to \$391.40, was discussed. An excess price of \$2.50 per M on fire brick, a charge of \$2.75 for express on tools, and a charge of 10% commission on all materials, blacksmithing and expressage were disallowed. These items having been deducted, the bill was allowed in the sum of \$386.49, to be paid from Edens Hall funds.

The bill of Christopher & Elythe for making new water connection with the training school annex, in the amount of \$98.36, was approved with the exception of the final two items for "Threads, \$2.40," and "Cuts, \$.60", which were disallowed. With these deductions, the bill in the sum of \$95.36 was ordered paid.

The bill of Munro & Haskell (Req. #3243) for \$31.33, was found to contain a charge of \$22.50 for 30 hours labor on sewer by A. Evans. The Board approved a charge of only 50 cents per hour for this labor, and deducted the overcharge of \$7.50, allowing the bill in the sum of \$23.83.

The bill of the Pickering Hardware Co. covering a contract awarded by Mr. Olsen, for putting in steam main connecting Edens Hall with the boilers, in the amount of \$222, also extras, making a total of \$431.86, was audited and allowed as to the original contract in the sum of \$222, the balance of the bill being held for verification, as was also an additional bill from this firm for \$12.70 for repair of sink and toilets.

With the exceptions above noted, all bills were allowed as presented, which were as follows:

Misc. Supplies for Training School etc.	
A. C. McClurg & Co.	6.89
B. B. Furniture Co.	119.80
A. C. McClurg & Co.	38.86
L. A. Willard	110.50
Northwest School Furnishing Co.	251.97
Normal Book Store	52.95

Heating Plant etc.	
Morse Hardware Co.	36.75
Oliver Machinery Co.	16.00
Northwest Hardware Co.	15.73

Repairs & Improvements	
S. W. Cornish Paint Co.	12.60
John Hess	10.40
Christopher & Flythe	36.36
Clark Electric Co.	32.43
A. Evans	35.90
A. Budher	20.00
Brandt & Harris	1060.00

Fuel, Light & Water	
Standard Oil Co.	339.72
Northwest Journal of Education	20.00
Union Printing Bdg. & Sta. Co.	7.05
Clark Electric Co.	55.65
Puget Sound Traction Lt. & Pr.	11.55
Stewart & Holmes Drug Co.	12.40
Milton Bradley Co.	6.79

To be drawn on Revolving Fund:

Chas. Stanbra	1.50
Morse Hardware Co.	5.25
Earl Harris	4.00
E. T. Trimble City Treas.	16.00
Western Wood Working Co.	5.25
Macklin Dry Goods Co.	1.65
Seth A. Atwood Paint Co.	11.25
Dalton Adding Machine Co.	1.00
Pausch & Lomb Optical Co.	1.25
Stewart & Holmes Drug Co.	3.00
G. G. Barker	1.75
E. T. Mathes	24.45
Charleton & Co.	.25
Pacific Steam Laundry	11.95
Bellingham Machine Works	1.65
Sweet Grocery Co.	5.85
Blaine Montgomery	2.00
Ernest Neely	2.00
Ethel L. Cook	2.40
Frank E. Owen	2.00
Frank Herrmann	2.00
Elliot A. Gasland	2.00
J. C. Lemach	7.20
Eilers Music House	7.50
Montague & Mc Hugh	7.80
Ludwig & Collins	5.50
Northwest Hardware Co.	.80
Blark Electric Co.	5.80
Floedel Donovan Lumber Mills	10.00
Library of Congress	7.17
A. C. McClurg & Co.	1.63
Barnhart Bros. & Spindler	8.07
Gerald E. Sonner, Mgr. Messenger	5.00
Puget Sound Marine Station	2.98
B. B. Furniture Co.	3.60
The Pacific Tel. & Tel. Co.	15.80

Approved as drawn on Revolving Fund:

Hugh Eldridge P. "	25.00
M. W. Montgomery	3.50
Albert E. Winship	50.00
C. R. Egbert	3.50
C. R. S. Egbert	11.20
E. T. Mathes	100.00
Ed. Nattrass	2.00
G. W. Nash	25.00
Puget Sound Traction Light & Pr. Co.	16.44
M. W. Montgomery	11.20
Walter Lidell	6.00
C. Ossewarde	30.00
John H. Eggers	80.00
Walter Lidell	4.00
S. E. Carver	10.80
Norace S. Mather	4.38
W. H. Standish	11.90

To be paid with Local Voucher Checks:

Ireland & Pancoast	73.45
York Addition Market	196.05
Sweet Grocery Co.	52.95
Munro & Haskell	11.00
W. G. Warnick	64.34
E. T. Trimble, City Treas.	5.80
Puget Sound Traction, Light & Pr. Co.	42.60
Montague & McHugh	1.80
Owl Pharmacy	6.10
Carl M. Erb	2.00
Bellingham Bakery	51.75
B. P. Furniture Co.	34.10
Montague & McHugh	37.18
The Leader Dry Goods Co.	6.65
Bellingham Cider & Vinegar Wcty.	11.90
T. S. Berkeley Co.	17.60
Ford Creamery Co.	127.50
The Wilson-Nobles-Barr Co.	30.00
William Dixon, Inc.	1.17
The Thos. K. Lewis Co.	12.58
The John C. Winston Co.	1.00
Samuel French	2.10
Union Printing Binding & Staty. Co.	1.55
A. C. McClurg & Co.	36.16
Belcher & Locmis Hardware Co.	8.64
Pacific Steam Laundry	15.25
Lowman & Hanford Co.	5.80
Geo. A. Bumstead	1.20
Sweet Grocery Co.	94.88
Ford Creamery Co.	3.60
Sanitary Meat Market	6.45
Model Bakery	28.59
Whitcom Dairy	22.50
Library Bureau	6.00
Clark Electric Co.	1.20
John Michells	3.20
Northwest Hardware Co.	1.31
Bellingham Truck Co.	37.25
Normal Book Store	5.25

SEVENTH ESTIMATE ON BRANDT & HARRIS CONTRACT

The seventh estimate of Architect A. Lee on the work done on the training school annex under the contract of Brandt & Harris in the amount of \$4706.75, was taken up and after discussion was held under advisement till another meeting of the board, soon to be called.

REQUISITIONS AND EXPENDITURES

It was directed by the Board that hereafter the Registrar have charge of issuing the requisitions. It was further directed that only expenditures of minor importance or immediate necessity should be authorized without application for the same having first been approved by the Board.

The Board then adjourned.

The foregoing minutes were read and approved

J. M. Edson

Registrar.

F. J. Barton

Chairman.

February 16, 1914.

The Board of Trustees met in special session at their office in the Normal School at 7:30 p. m. Present: Trustees Barlow ; Olsen and Smith, and the Registrar.

SEVENTH ESTIMATE OF BRANDT & HARRIS

The seventh estimate of Architect A. Lee of work done on the training school annex under the contract of Brandt & Harris, was brought up for consideration, the estimate being as follows:

Bellingham, Washington, February 12, 1914.

To the Hon. Board of Trustees, of the State Normal School, at Bellingham, Washington

Gentlemen:--

We beg to report that the contractors, Brandt & Harris, have now practically completed the work under contract of building the training school annex to the State Normal School Building, at Bellingham, Wash as far as it is possible to do so at this season of the year.

There is yet the painting of the roof, also some calcimining of the stairway halls yet to be done, but this work should not be done before next June, in order to get a proper job done. We would advise that this paint work be omitted at present, and an amount held back from the contract price to cover the cost of doing this work, We have estimated the cost of said unfinished work at the sum of \$125.00.

There is also one plumbing fixture that is broken and not in working order, the contractors state that they have a new one on the way to replace this broken fixture, but do not know when it will arrive. We would recommend that you hold back in reserve the sum of \$75.00 until this fixture is made good.

Otherwise we think that the contractors are now entitled to a settlement on the contract.

As per a report made to you on August 14, 1913, stating that we had made some changes in the depth of the foundation footings, thus making a deduction in the cost of the same of the sum of ----- \$412.75 this amount to be deducted from the contract price.

The contractors also used 900 old brick that belonged to the State the agreed price was \$8.00 per m. making an additional deduction of \$7.20

There has been some extra work done, and the price for the same has also been agreed on before the work was done as follows:--

To extra cost of strengthening the steel trusses -----	\$320.00
" 1.- ventilating dormer formed on the roof -----	24.00
" 1.- extra sink placed on the upper story floor -----	51.60
" 2.- doors made with glass panels at \$1.50 each -----	3.00
Total amount of extras done	\$470.60

After subtracting the two items to be deducted for omissions leaves a balance to be added to the contract price of ----- \$450.65

The contract price agreed on for the whole work was the sum of Twenty four Thousand eight Hundred and Thirty nine Dollars and fifty cents -----

Adding the additional for extras ----- \$24839.50
 Making total cost for the work at ----- \$24990.15

August 1, 1913, Net amount paid on estimate No. 1.	\$ 566.00	
Septmbr 2, " " " " " " " " " " " "	No. 2. 2110.50	
October 1, " " " " " " " " " " " "	No. 3. 5319.00	
November 1, " " " " " " " " " " " "	No. 4. 4910.40	
December 1, " " " " " " " " " " " "	No. 5. 3159.60	
January 2, 1914. " " " " " " " " " " " "	No. 6. 4018.50	

Total amount paid on estimates ----- \$20183.40

Balance due on the cost of the work ----- \$4706.75

Amount recommended to be held back until suitable to complete and fuel oil ----- \$200.00

Amount due the State for water used during construction ----- (30.00)

Respectfully Submitted

A. Lee
 Architect

SUPPLEMENTARY ESTIMATE OF BRANDT & HARRIS

The further estimate of Architect A. Lee of the work done under his supervision in remodeling and repairing the main building preparatory to connecting the same with the new annex, such work having been done by Brandt & Harris, was taken under consideration, it being as follows:

Bellingham Washington January 20, 1914.

To the Hon. Board of Trustees of the State Normal School at
Bellingham, Washington.

Gentlemen:—

We beg to report that the contractors Brandt & Harris, have now completed the work of remodeling and repairing the main Normal school building at Bellingham, Washington so as to make it conform to plans and requirement to join the new training school annex and make all complete,

The contract price for this work was the sum of \$ 1060.00

Respectfully submitted,

A. Lee.
Architect.

The foregoing estimate was approved and ordered paid from the Repairs and Improvements fund, in the sum of \$1060.

Resuming consideration of the seventh estimate above referred to, it was found that under the arrangement whereby Brandt & Harris had used water from the school's supply in their construction work, it was necessary to estimate the quantity so used. By comparison of the water cost to the school for the past months of August, September, October and November, 1912, with the same period of 1913, the months when water was used by Brandt & Harris, it was found that the increase of cost was \$41.05. It was therefore adjudged reasonable that \$30.00 of this increase be charged to said Brandt & Harris, and it was so ordered. With this charge deducted, the estimate and recommendations of the architect as presented above were approved, and payment to said contractors was ordered in the sum of \$4476.75 from the annex fund, in settlement of this estimate.

BILL OF BRANDT & HARRIS FOR PLASTERING BOILER ROOM, &c.

The bill of Brandt & Harris of \$182.69 or \$188.83 as variously presented, for lathing and plastering the boiler room ceiling and that of the adjacent entry, also for making alterations as to blackboards, was disallowed as to the sum demanded, calculation having shown that there were only about 130 yards of lathing and plastering done in and about the boiler room, whereas \$155.83 was claimed for this work, which was regarded as excessive. Action upon the bill was deferred till the same should be amended or satisfactorily explained.

The Board then adjourned.

J. M. Edson Registrar.

Chairman.