

BELLINGHAM STATE NORMAL SCHOOL--MINUTES OF BOARD OF TRUSTEES

January 14, 1914.

The Board of Trustees met in regular session at their office in the Normal School, at 4 p. m. Present: Trustees Olsen and Smith, the Principal and the Registrar. Mr. Olsen was made Chairman pro tem.

Minutes of the meeting of December 10th were read and approved.

BOILER ROOM CEILING

Principal Mathes reported upon the alteration of the ceiling in the boiler room, stating that instead of letting a contract for the work, it had been done by the school carpenter and fireman with other assistance. He also stated that change had very satisfactorily corrected the trouble which it was designed to remedy.

APPLICATIONS RECEIVED

An application was received from Mr. J. T. Forrest, of Bellingham, for a position in the faculty of the school.

Applications were received for the position of assistant fireman, from Hugh Whitcomb, of Grand Mound, Wash.: G. W. Sperry and T. F. Reimund, both of Bellingham.

It was directed that the foregoing applications be placed on file pending occurrence of vacancies.

\$200- PAID LECTURE COURSE COMMITTEE

The Registrar reported the issuance of voucher check #1693 for \$200 to the Lecture Course Committee from the rebate reserve for that purpose, pursuant to standing instructions.

PURCHASE OF PRINTING MACHINERY: Etc.

The Registrar reported further that pursuant to instructions given at the last meeting, Mr. Gelaroff and himself had made investigations and a recommendation to the Chairman with reference to the purchase of a Chandler & Price paper cutter for \$130, and a Boston staple-binder for \$35, and the loan of an 8x12 Gordon job printing press from Barnhart Bros. & Spindler, with a view to its ultimate purchase if satisfactory, and that by direction of the Chairman such purchases and loan had been made.

DIPLOMAS TO BE SIGNED

On motion Chairman Barlow was authorized to sign on behalf of the Board, the diplomas to be issued to graduates at the close of the current semester.

CONTRACT FOR WINDOW SHADES FOR ANNEX

The bid of Thiel & Welter as presented at the last meeting for supplying window shades for the new annex, was accepted and they were awarded the contract for such shades on the basis of a price of \$93.25 for 90 shades.

ELECTRIC LIGHTS FOR ANNEX

On motion it was ordered that the office rooms in the new annex be equipped with drop lights and the assembly room and halls with ceiling lights, as recommended by the Principal and under his direction.

DEAN OF SUMMER SCHOOL APPOINTED

On motion it was ordered that Dr. Deerwester be appointed to the position of Dean of the summer school for the current year, and that in compensation for the extra duties thus imposed he be granted the sum of \$200 in addition to his regular salary.

LEAVE OF ABSENCE TO MISS SPERRY

A request was presented from Miss M. Belle Sperry, teacher of English and literature, for leave of absence from Feb. 1, 1914 to August 1, 1914, considerations of health being her motive for such request. On motion this request was granted.

APPROPRIATION TOWARD EXPENSES OF DR. MATHES' TRIP

On motion it was directed that the sum of \$100 be appropriated toward liquidating the expenses of Principal E. T. Mathes to be incurred on a trip in acceptance of an invitation to him to address the annual meeting of school superintendents at Richmond, Va., in February.

At this point Mr. Barlow arrived and superceded Mr. Olsen as Chairman.

DEAN OF EDENS HALL HAS BOARD CHARGE REMITTED

Miss Nellie A. Gray, Dean of Women, appeared before the Board and discussed the duties and compensation of the Dean of Edens Hall, recommending that the charge for board heretofore paid by the Dean of Edens Hall be remitted, commencing with the coming semester.

On motion Miss Gray's recommendation was adopted.

LEAVE OF ABSENCE TO MISS GRAY

Miss Gray then outlined to the Board some special work for which she has arranged in an eastern school, and asked that the Board grant her a leave of absence of one year commencing September 1, 1914.

On motion Miss Gray's request was granted with the understanding that she is to signify to this Board not later than May 1, 1915, whether she intends to resume work in this institution at the close of her leave of absence.

RECESS AND VISIT TO EDENS HALL

At this time--5.30 p. m.--a recess of an hour and a half was taken and the participants in the meeting adjourned in response to the invitation of Mrs. Ida Powell, Matron of Edens Hall, who desired to bring the members of the Board into personal acquaintance with the service and accommodations afforded to its patrons by the institution under her charge. The hostess guided the visitors to the dining room, where the regular Wednesday dinner was being served to the regular assemblage of about 120 student boarders. The guests were assigned seats at one of the tables. The manner of administering to the physical needs of Normal School students was then demonstrated to the visitors, by whom it was thoroughly comprehended and heartily approved. Following which, the building, with all its tidy apartments, tasty furnishings and many conveniences, was inspected, with the hostess appropriately acting as chaperone and guide to the visitors amongst the vivacious throngs of captivating young womanhood making this dormitory their school home. As a result of the recess it was made apparent to the Board that Edens Hall ranks very high among school boarding houses in the scale of efficiency and economy.

FRANDT & HARRIS ESTIMATE No. 6

The Board being again in session following the above noted recess, the 6th estimate of Architect A. Lee on the contract work of Frandt & Harris in the construction of the training school annex, in the sum of \$4018.50, was presented and approved and a voucher ordered drawn in payment. (see p. 6 for Estimate)

HEATING PLANT COMPLETED

Architect A. Lee reported the completion by Christopher & Flythe of the installation of the heating plant in the new annex according to contract, and his acceptance of said plant, and he recommended payment to said contractors of the sum specified in their contract, the following being said report:

Bellingham, Washington January 14th 1914.

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

Gentlemen:

We beg to report that the Contractors Christopher & Blythe
now completed the work of installing the heating plant in the new
training school Annex, to the State Normal School Building, at Bellingham-
Washington, according to plans and specifications and have tested the same
and seems satisfactory in every part.

The price for said work as agreed on, was \$ 1942.80 and to be in one
payment, and within thirty days after completion and acceptance of said

Trusting that the abet work will meet with your approval and acceptance

We remain yours truly,

A. C. M.

Architect.

On motion it was ordered that payment be made to
Christopher & Blythe of the sum specified in their contract,
to-wit: \$1942.80.

PRESENTATION OF BILLS

Bills for the current month were presented as follows:

Fuel Light & Water:

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| The American-Reveille | 30.00 |
| Morse Hardware Co. | 16.10 |
| Puget Sound Traction Light & Power Co. | 139.05 |
| Standard Supply Co. | 39.00 |
| Evergrip Gliding Caster Co. | 34.00 |
| V. E. Johnson | 46.17 |
| Peerless Mfg. Co. | 33.00 |
| H. M. Thiel | 9.60 |
| Standard Oil Co. | 113.24 |
| Clark Electric Co. | 40.00 |
| Union Printing Binding & Staty. Co. | 11.50 |
| Northwest Hardware Co. | 13.95 |

Heating Plant:

| | |
|---------------------------|---------|
| Barnhart Bros. & Spindler | 252.30 |
| Morse Hardware Co. | 69.82 |
| Bellingham Machine Works | 74.86 |
| Christopher & Blythe | 1942.80 |
| Pickering Hardware Co. | 101.42 |
| Chas. C. Moore & Co | 113.00 |

MINUTES OF JANUARY 14, 1914--Continued

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| Misc. Supplies for Training School etc.: | |
| A. G. Spalding & Bros. | 57.60 |
| Bausch & Lomb Optical Co. | 17.30 |
| M. Davenport Engberg | 31.05 |
| Thiel & Felter | 161.50 |
| Morse Hardware Co. | 14.99 |
| Morse Hardware Co. | 25.01 |
| Stewart & Holmes Drug Co. | 13.12 |
| Wilton Bradley Co. | 6.29 |
| Repairs & Improvements : | |
| S. W. Cornish Paint Co. | 42.95 |
| Earles Cleary Lumber & Shingle Co. | 40.77 |
| Reid Brothers Co. | 1150.00 |

Local Vouchers:

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|--|--------|
| E. T. Trimble City Treas. | 5.00 |
| Frye & Company. | 1.75 |
| Ford Creamery Co. | 2.25 |
| Sanitary Meat Market | 2.00 |
| Sehome Hand Laundry | .90 |
| Sweet Grocery Co. | 87.87 |
| York Addition Market | 157.40 |
| Whatcom Dairy | 54.65 |
| Pellingham Cider & Vinegar Factory | 4.50 |
| Bellingham Bakery | 36.62 |
| Ford Creamery Co. | 88.80 |
| Pacific Steam Laundry | 11.80 |
| The Wilson- Nobles-Barr Co. | 263.83 |
| Sweet Grocery Co. | 89.94 |
| Model Bakery | 20.21 |
| A. C. McClurg & Co. | 19.11 |
| Munro & Haskell | 2.45 |
| The University of Chicago Press | 4.00 |
| Owl Pharmacy | 4.40 |
| The Wilson -Nobles-Barr Co. | 1.00 |
| The John C. Winston Co. | 1.00 |
| Eilers Music House | 1.50 |
| Calumet Tea & Coffee Co. | 67.45 |
| Puget Sound Traction Light & Power Co. | 60.50 |
| The Bancroft Co. | 1.95 |
| The Physical Culture Publishing Co. | 1.33 |
| Western Journal of Education | .75 |
| Morse Hardware Co. | 5.65 |
| Morse Hardware Co. | 2.98 |
| The Pacific Tel. & Tel Co. | 6.00 |
| Puget Sound Traction Light & Power Co. | 7.50 |
| A. H. Montgomery | 93.57 |
| T. S. Berkeley Co. | 10.56 |
| Griggs Stationery & Printing Co. | 2.60 |
| Bellingham Truck Company. | 22.20 |
| Montague & McHugh | 2.73 |
| A. Evans | 180.40 |

Revolving Fund:

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|----------------------------------|-------|
| Normal Grocery (F. S. Stalling) | 1.20 |
| Engberg's Pharmacy | 2.15 |
| E. T. Trimble City Treas. | 15.65 |
| Sun Drug Co. | .75 |
| C. W. Waldron | 10.00 |
| Griggs Stationery & Printing Co. | 2.45 |
| Frances S. Hays | 5.10 |
| John A. Arnold | 4.00 |
| Ed. Natrass | 6.00 |
| The Pacific Tel. & Tel. Co. | 15.25 |
| Puget Sound Marine Station | 11.00 |

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| Griggs Stationery & Printing Co. | 3.05 |
| The A. H. Palmer Co. | 15.00 |
| J. P. Woll. | 6.00 |
| B. E. Furniture Co. | .40 |
| Pacific Steam Laundry | 8.30 |
| O. C. Armstrong Co. | 2.45 |
| Milton Bradley Co. | 1.50 |
| The Wilson- Nobles- Barr Co. | 8.20 |
| J. N. Selby & Co. | 3.80 |
| The Weiser Drug Co. | 17.00 |
| Marion Insulated Wire & Rubber Co. | 7.25 |
| F. W. Woolworth Co. | 5.10 |
| Geo. Russell Reed Co. | 2.59 |
| Northwest Hardware Co. | 2.50 |
| Gerald E. Sonner Mgr. "Messenger" | 5.00 |
| Pickering Hardware Co. | 5.00 |

The payment of the following bills on the Revolving Fund was approved:

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| Mike Ponti | 4.00 |
| Puget Sound Traction Lt. & Pr. Co. | 2.50 |
| The Pacific Tel; & Tel. Co. | 20.55 |
| Hugh Eldridge P. M. | 15.00 |
| A. Gebaroff | 4.75 |
| Ada Wilmot | 2.60 |
| Lola Mc Dowell | 1.30 |
| Frank H. Eggers | 6.00 |
| Puget Sound Traction Light & Pr. Co. | 13.40 |
| Norman Allen Inrie | 12.50 |
| E. W. Hennessee | 1.00 |
| J. H. Jones | 5.75 |
| John H. Eggers | 80.00 |
| Bertram Foster | 6.00 |
| Horace S. Mather | 4.75 |
| H. Standish | 3.00 |
| W. H. Standish | 6.35 |
| C. A. Mc Call | .75 |
| American Express Co. | 42.88 |

At this point Trustee Smith withdrew from the meeting in order to catch a car for home.

All bills as presented above were audited and ordered paid in the usual manner.

The Board then adjourned.

The foregoing minutes were read and approved _____ 1914.

J. M. Edson
Registrar.

A. J. Barlow
Chairman.

-- E S T I M A T E, No. 6.--

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

Gentlemen:

We beg to report that we have estimated the labor and materials furnished during the month of December, 1913, by the Contractors, Brandt & Harris, in the construction of the Training School Annex, to the State Normal School Building at Bellingham, Wash. as follows:-

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|--|------------|
| Carpenter work and materials,----- | \$ 2640.00 |
| Raccolith toilet floors ----- | 225.00 |
| Slate black boards, ----- | 450.00 |
| Electric wiring, ----- | 150.00 |
| Painting, ----- | 300.00 |
| Plastering, ----- | 700.00 |
| Total amount ----- | \$ 4465.00 |
| Less ten per cent, as per contract ----- | 446.50 |
| Amount due on this estimate ----- | \$ 4018.50 |

Respectfully submitted this second day of January, 1914.

A. Lee.

Architect.

(Gross amount of all previous estimates \$17961.00)