

March 13, 1918.

The Board of Trustees met in their offices in the Normal School at 8 p. m. Present: Trustees Barlow, Olsen and Smith, the President and the Secretary.

Minutes of the meetings of October 18, and January 10, were read and approved.

ROOMING HOUSE REPRESENTATIONS:

Mr. and Mrs. S. A. Atwood and Mr. J. A. McBride appeared before the Board and made representations as to the assignment of Normal students to rooming houses, stating that they felt they had not been treated fairly. The Dean of Women, who was also present, made replies to their assertions. The Board referred the matter to the President of the School with authority to make adjustments.

LIBRARY BOOKS FOR EXTENSION STUDENTS:

The President presented the matter of loaning library books to extension students, and after discussion the President and Librarian were authorized by the Board to devise a plan that would be equitable for such use of the books.

QUARTER BASIS READJUSTMENT FOR 1918-1919.

The President presented an outline of proposed changes in the subdivisions of the school year, bringing about the quarter basis. He proposed that a new form of contract for teachers be drafted, providing for a school year of 48 weeks, with the stipulation, that each teacher is to be excused from teaching for a period of six weeks at such time or times in the course of the school year as shall be determined by the President, thus making 42 weeks the aggregate term of actual service for which each teacher shall enter into contract. The plan presented was adopted by the Board.

REVISION OF FACULTY LIST:

The President presented a preliminary statement of modifications of the teaching force of the school for the coming year, which of necessity will be brought about by the decrease in attendance and other circumstances. Going over the faculty list he pointed out certain members who have signified that they will not be applicants for reelection, and certain others whose services it would seem advisable to dispense with.

The Board approved the President's suggestions both as to the school term readjustment and the agreement to be entered into with teachers.

MISS O'CONNOR'S SALARY:

At the suggestion of the President Miss Florence O'Conner was granted full salary for the month of September 1917, she not being at fault in arriving after the opening of school.

RESIGNATION OF GEORGE W. SPERRY:

A communication was received from Geo. W. Sperry, assistant engineer, tendering his resignation to take effect March 1, Mr. Sperry stating that he has arranged to engage in farming in Chelan County. The resignation was acted upon favorably as desired.

ASSISTANT ENGINEER APPOINTED:

Mr. Chas. Cunningham, hitherto nightwatchman, was appointed to the position of Assistant Engineer, vacated by Mr. Geo. W. Sperry.

NIGHTWATCHMAN APPOINTED:

Mr. Martin Madsen was appointed to the position of night watchman in place of Mr. Cunningham, at a salary of \$80 per month.

TWENTY-FIRST STREET ASSESSMENT:

A statement of the assessment against Normal School property for the recently completed improvement of Twenty-first street, showing a levy of \$287.75 was received, and the Secretary was directed to communicate with the State Auditor with reference to settlement of the same.

LOAN FUND OFFER OF MR. J. L. DUMAS:

It was reported to the Board that Mr. J. L. Dumas, of Dayton, Wash., had made a very generous proposal to finance a fund in the amount of \$1000, for the purpose of making loans without interest to worthy students, the chief stipulation of Mr. Dumas being that the members of the Board of Trustees enter into a bond in the sum of \$1000 as a guarantee for the repayment of the money advanced after a period of ten years.

The Board expressed its appreciation of Mr. Dumas's generous offer, but suggested that the President represent to him that under the terms proposed, there would in time, as shown by experience, be a shrinkage of the fund, and to ask Mr. Dumas if he cannot be persuaded to consent to the same interest rate on loans to students as is now charged on loans from our existing loan funds.

POWER LAWN MOWER PURCHASED:

The President presented correspondence which he has had with the Manufacturers Distributing Company, of Saint Louis, with reference to the purchase of a Feller & Johnson motor lawn mower. The price quoted by the company on a mower of this type was \$275.00 F.O.B. Madison. The President recommended the purchase of such a mower, which was approved by the Board.

COMMUNICATION FROM M. ETHEL BROWN:

An application was presented from Miss M. Ethel Brown, for the position of training school supervisor formerly occupied by her. The President stated that he had corresponded further with Miss Brown, and that she expressed a hesitation to accept the work which he found it necessary to assign to her. It was left with the President to arrive at a decision with reference to Miss Brown.

APPLICATION FROM MRS. DORIS BIGGS SMITH:

A communication was received from Mrs. Dorris Biggs Smith, formerly of this faculty, in which she applied for substitute work in her line, if such should be desired. The Board directed that the application be placed on file for further consideration when occasion shall arise.

BILLS APPROVED:

Bills were audited and payment approved as represented in vouchers as follows:

Voucher-checks	4528	to	4537
State Vouchers, Supplies, Material & Service Fund	159	to	201
State Vouchers, Salary Fund	30	to	36
State Vouchers, Capital Outlay Fund	176	to	207
Revolving Fund Checks	1555	to	1664

The Board then adjourned.

J. M. Edens
Secretary

C. M. Olsen
Chairman