

Minutes of Meeting of Board of Regents

June 10, 1939.

A meeting of the Board of Regents of the Western Kentucky State Teachers College was held in the President's Office at 2 o'clock P.M., Saturday, June 10, 1939. Present--Superintendent H. W. Peters, Judge F. J. Pentecost, Mrs. W. P. Drake, Mr. B. J. Borrone, and President Garrett. Superintendent Peters presided.

Miss Mattie McLean, Secretary of the Board, being out of the city, the following motion was offered by Judge Pentecost:

BE IT RESOLVED: That Sterett Cuthbertson be elected Secretary pro-tem of the meeting.

Mrs. Drake seconded the motion and, all voting in the affirmative, the Chairman declared the motion adopted.

President Garrett stated that the first item of business to come before the Board was the receiving of bids and making award for the purchasing of certain items of furniture and equipment for the Kentucky Building, now being completed with the aid of the Public Works Administration; that he had requested and received the proper change orders; that specifications had been drawn and proper advertisements had been issued for the receiving of bids at this time. He further stated that Mr. Kuntz, representing the Consulting Architect and Mr. Connley, representing the Public Works Administration, were in the building; so they were invited to meet with the Board during the consideration of this business. President Garrett further stated that only one bid had been received. Whereupon Mr. Borrone offered the following resolution:

WHEREAS: Pursuant to advertisement, bid for the purchasing of furniture and equipment for the Kentucky Building has been filed by the following bidder:

The Remington-Rand Company of Buffalo, New York,

NOW, THEREFORE, BE IT RESOLVED: That the bid listed in the preamble hereof be filed and presented to J. M. Ingram, Consulting Architect, and that the said J. M. Ingram is hereby directed forthwith to tabulate said bid and, at the earliest practicable moment, report to the Board of Regents his findings.

This motion was seconded by Mrs. Drake. Upon roll call, Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the motion was declared by the Chairman adopted.

Mr. Kuntz, representing the Consulting Architect, thereupon opened and examined the bid and reported that he found the bid of the Remington-Rand Company of Buffalo, New York, submitted in proper form, with certified check on Marine Trust Company of Buffalo, New York, for \$300.00 attached. That he regarded the sum of \$3982.85 as specified in the bid as reasonable and recommended the acceptance of his bid.

After some discussion the following resolution was offered by Judge Pentecost and seconded by Mr. Borrone:

WHEREAS: J. M. Ingram, Consulting Architect, pursuant to a resolution heretofore adopted, has tabulated and considered all bids heretofore received for the purchasing of furniture and equipment for the Kentucky Building, and has duly made his recommendation to this Board of Regents, and it appearing from said recommendation and report that The Remington-Rand Company of Buffalo, New York, is the lowest and best bidder for the purchasing of furniture and equipment in the sum of \$3982.85; and that this Board of Regents, after considering said report and recommendations and all bids heretofore filed, finds that the bid of Remington-Rand Company is the lowest and best bid;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS, AS FOLLOWS:

Section 1. That the bid of the Remington-Rand Company of Buffalo, New York, for the purchasing of furniture and equipment of the Kentucky Building in the sum of \$3982.85 is hereby accepted, determined and declared to be the lowest and best bid; however, this award shall not be effective until the awardee has been notified in writing by the President of the Board of Regents of such award. That upon the awardee being so notified in writing a contract for the furnishing of said work as heretofore prescribed by the plans, specifications and contract documents shall be forthwith executed for said purchasing of furniture and equipment.

Section 2. That Paul L. Garrett, President, is hereby authorized and directed to execute said contract in the name of and for and on behalf of Western Kentucky State Teachers College.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the resolution was declared by the Chairman adopted.

Mr. Kuntz stated to the Board that due to certain conditions, over which the General Contractors had no control, the completion of the Kentucky Building might be delayed and suggested that the Board make a request of the Public Works Administration for an extension of time in which to fully complete this project. After discussing this matter with the Architect and with Mr. Connley, Judge Pentecost offered the following resolution which was seconded by Mrs. Drake:

WHEREAS: J. M. Ingram, Consulting Architect, has reported to this Board of Regents that an extension of time of the contract completion date will be necessary on the Kentucky Building;

NOW, THEREFORE, BE IT RESOLVED by the Board of Regents as follows:

Section 1. That application be made to the Public Works Administration for the extension of the contract completion date to October 1, 1939.

Section 2. That President Paul L. Garrett is hereby authorized and directed to execute said application in the name of, for, and on behalf of the Board of Regents, Western Kentucky State Teachers College.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the Chairman declared the resolution adopted.

President Garrett explained that the State Board of Education was in position to make certain grants to institutions such as this to be used in assisting in the instruction of vocational classes. He requested that this Board make application for the sum of \$750.00 to be used in the Training School in giving instruction in Home Economics and for the sum of \$1096.86 to be used in the Training School for giving instruction in Vocational Agriculture.

After some discussion the following resolution was offered by Mr. Borrone and seconded by Judge Pentecost:

BE IT RESOLVED: That President Paul L. Garrett be hereby authorized for and on behalf of this Board to make application to the State Board of Education for aid to the extent of \$750.00 to be used by this College for Vocational Classes in Home Economics in our Training School, and for aid to the extent of \$1096.86 for Vocational Classes in Agriculture in the Training School.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone, all voting in the affirmative, the resolution was declared by the Chairman adopted.

President Garrett further stated that he had (upon the recommendation of the Department of Education) entered into an agreement with the Logan County Board of Education whereby this College was to supplement the salary of Mrs. Robert Rudd, teacher of Home Economics at Auburn in the sum of \$275.00 a year, for which our students are privilege to use this school for practice teaching, Superintendent Peters commended this movement very highly, and Mrs. Drake offered the following resolution which was seconded by Mr. Borrone:

BE IT RESOLVED: That President Garrett be hereby authorized, for and on behalf of this Board, to enter into a contract with the Logan County Board of Education by which we are to agree to supplement the salary of Mrs. Robert Rudd, teacher of Home Economics in the Auburn, Kentucky, High School in the amount of \$275.00 in consideration for which the students in the Home Economics Department of Western Kentucky State Teachers College are to be privileged to do practice teaching in the Auburn High School.

Upon roll call, Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the resolution was declared adopted by the Chairman.

President Garrett stated that our present contract with the Kentucky-Tennessee Light and Power Company, calling for a rate of 2½ cents per kilowatt, expires soon; that he was in receipt of a letter from Murray State Teachers College, who are served by the same corporation, in which they state they regard the rate as too high and suggesting co-operation in an attempt to secure a more favorable rate.

After some discussion the following resolution was offered by Mr. Borrone and seconded by Mrs. Drake:

BE IT RESOLVED: That President Paul L. Garrett for and on behalf of this Board be authorized to co-operate with the Murray State Teachers College, to enter into negotiation with the Kentucky-Tennessee Light and Power Company for a new contract to furnish electrical current to this College since in the opinion of the Board of Regents the present rate is too high.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the resolution was declared adopted by the Chairman.

President Garrett discussed the question of amount of insurance carried on the various buildings on the campus. It was decided to let the matter stand as at present. However in the next budget to submit a request for an increased sum for meeting the premiums on increased amount of insurance.

President Garrett stated that in order to properly carry on the work of Summer School it was necessary to make some changes and employ additional instructors. He submitted the following list of recommendations:

MUSIC DEPARTMENT

That Mr. Chas. Messenger be granted a leave of absence for the summer.

That Mr. Ivan Rasmussen be employed to substitute for Mr. Messenger at a salary of \$480.00 for the two summer terms.

ECONOMICS DEPARTMENT

That Dr. Orba Traylor be continued for the summer terms at his regular salary of \$200.00 per month.

That Mr. William Hammond be employed for the first summer term at salary of \$200.00 per term.

ART DEPARTMENT

That Miss Ruth Hines Temple be employed for the first summer term at salary of \$125.00 per month.

HISTORY DEPARTMENT

That Miss Lena Logan be employed for the first summer term at salary of \$125.00 per month.

BIOLOGY DEPARTMENT

That Mr. Charles Robert Allen be employed for the two summer terms at a salary of \$125.00 per month.

PHYSICAL EDUCATION DEPARTMENT

That Ed. Stansbury be granted a leave of absence for one year in order that he might attend Iowa State University to prepare for his doctorate.

That Mr. A. Winkenhofler be transferred from the Training School to College to substitute for Mr. Stansbury in his absence.

TRAINING SCHOOL

That during the illness of Miss Eaton Miss Fannie Holland be employed as substitute for her at a salary of \$125.00 per month.

That Mrs. R. D. Perry be continued during the summer term at salary of \$100.00 per month.

That Mrs. Winifred Wallace Duncan be employed to substitute in Miss Orendorf's place the last four weeks of the summer school.

Upon receiving these recommendations the following motion was offered by Mr. Berrone and seconded by Mrs. Drake:

BE IT RESOLVED: That the recommendations of President Garrett as to leave of absences, transfers, and employment of additional instructors for the summer terms be hereby affirmed and approved; that President Garrett be rather authorized to employ any additional instructors for the summer school that he may find necessary, and for the best interest of the college.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the motion was declared by the Chairman adopted.

President Garrett further stated that Dr. Jagers had reported to him the need of a teacher of History and football assistant in the Training School to begin with the fall semester. That he had recommended Mr. N. G. Dennis, who has his Masters from the University of Kentucky and has been teaching at Martin, Tennessee. That he had investigated this young man, was pleased with him, and wished to nominate him for the position at salary of \$1800.00 to \$2000.00 a year.

President Garrett further recommended that a leave of absence be granted Miss Gibbs, of the Training School, for a period of one year and one summer and that he be authorized to employ some one to substitute for her.

Mrs. Drake offered the following motion, seconded by Judge Pentecost:

BE IT RESOLVED: That the recommendations of President Garrett as to the employment of Mr. Dennis as instructor in the Training School, granting leave of absence to Miss Gibbs, and the employment of substitute for her, be granted and confirmed.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the motion was declared by the Chairman adopted.

President Garrett recommended that a leave of absence be granted Mr. Guy Forman in order that he might attend the University of Kentucky to study in preparation for his doctorate; that Mr. J. Ronald Wright be employed to substitute for Mr. Forman during his absence at a salary of \$150.00 per month.

President Garrett further stated that there was a vacancy in the Department of Economics and it was desirable to employ a regular teacher in this department. That Dr. Paff had recommended that this position be offered to Dr. David McKinney, who had his Doctor's degree from the University of Kentucky and had been teaching in the University of North Carolina. He stated that he had a personal interview with Dr. McKinney and that he had received a number of highly complimentary letters in regard to him.

Whereupon the following motion was offered by Mr. Borrone and seconded by Mrs. Drake:

BE IT RESOLVED: That President Garrett's recommendation that Mr. Guy Forman be granted a leave of absence for one year that he might continue his studies in the University of Kentucky, and that Mr. J. Ronald Wright be employed to substitute for him in his absence at a salary of \$150.00 per month be granted.

BE IT FURTHER RESOLVED: That President Garrett's recommendation that Dr. David McKinney be employed for a regular position as instructor in Department of Economics be affirmed, and that President Garrett be authorized to offer this position to Dr. McKinney at a salary of \$2700.00 per year.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Berrone all voting in the affirmative, the Chairman declared the resolution adopted.

President Garrett recommended that for the period of 1939-40 that all regular Heads of Departments and members of the Instructional Staff be re-employed for a period of one year and in addition all other regular members of the College Staff be re-employed as of July 1, 1939. He submitted with his recommendation a detailed list showing names, salaries and months employed of all regular employees; said list being as set out below. He stated that salary changes would be recommended after the end of the fiscal year, June 30.

SALARY LIST "A"

<u>Name</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>
<u>ART DEPARTMENT</u>		
Ivan Wilson	175.00	2100.00
Mary Ruth Lemons	150.00	1800.00
<u>CHEMISTRY</u>		
C. P. McNally	283.33	3400.00
J. T. Skinner	250.00	3000.00
W. M. Baker	166.66	2000.00
Ward Sumpter	250.00	3000.00
<u>ECONOMICS & SOCIOLOGY</u>		
N. O. Taff	300.00	3600.00

EDUCATION

Leo F. Jones	316.66	3800.00
Horace McMurtry	258.33	3100.00
Bert R. Smith	300.00	3600.00
W. M. Willey	225.00	2700.00
Mary I. Cole	225.00	2700.00
Mabel Rudisill	216.66	2600.00

ENGLISH

Gordon Wilson	308.33	3700.00
Mrs. T. C. Cherry	200.00	2400.00
Earl A. Moore	300.00	3600.00
Frances Richards	191.66	2300.00
James Cornette	216.66	2600.00
J. Reid Sterrett	250.00	3000.00
Emma Stith	166.66	2000.00
Jennie Upton (Half time Extension)	125.00	1500.00

GEOGRAPHY

Ella Jeffries	166.66	2000.00
J. H. Griffin	225.00	2700.00
Mary Marks	166.66	2000.00

HOME ECONOMICS

Lottie Day	241.66	2900.00
Marie Adams	166.66	2000.00
Helen Hunt	166.66	2000.00
Clara Loewenstein	158.33	1900.00

HISTORY

A. M. Stickle	375.00	4500.00
Frances Anderson	166.66	2000.00
Ercel Egbert	166.66	2000.00
Gabriella Robertson	208.33	2500.00
J. H. Foteet	233.33	2800.00
C.P. Derman	258.33	3100.00

INDUSTRIAL ARTS

L. T. Smith	291.66	3500.00
C. B. Barnes	200.00	2400.00
Walter H. Halbach	158.33	1900.00

LATIN

Sibyl Stonecipher	175.00	2100.00
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LIBRARY SCIENCE

Edna Bothe 168.33 1900.00

MATHEMATICS

H. M. Yarbrough 300.00 3600.00
Tryphena Howard 141.66 (part-time extension) 1700.00
Hugh F. Johnson 233.33 (part-time music) 2800.00
M. E. Schell 250.00 3000.00
Elizabeth Strayhorn 183.33 2200.00
J. R. Alexander 123.75 1455.00

MILITARY SCIENCE

Hiram Miller 60.00 720.00

FOREIGN LANGUAGES

Marjorie Clagett 166.66 2000.00
Ruth Moore 166.66 2000.00
H. F. McChesney 200.00 2400.00

MUSIC

John Vincent 333.33 4000.00
Chester Shannon 166.66 2000.00
Mary Chisholm 100.00 1200.00
Charles Massenger 200.00 2400.00
R. D. Perry 236.66 3200.00
Franz J. Strahm 300.00 3600.00
Mrs. Kelle G. Travelstead 200.00 2400.00

PENMANSHIP

G. G. Craig 170.00 2040.00

PHYSICAL EDUCATION

W. L. Perry 208.33 2500.00
E. A. Biddle 250.00 3000.00
Wanda Ellis 166.66 2000.00
Gladys Perkerson 168.33 2020.00
V. P. Hornback 166.66 2000.00

PHYSICS

George V. Page 233.33 2800.00
J. Rondle Wright 150.00

PSYCHOLOGY

M. L. Billings	300.00	3600.00
Lillian Johnson	187.50	2250.00

OGDEN DEPARTMENT OF SCIENCE

M. C. Ford	366.66	4400.00
W. J. Edens	250.00	3000.00
Charles L. Taylor	250.00	3000.00
L. Y. Lancaster	258.33	3100.00
C. A. Loudermilk	225.00	2700.00
H. L. Stephens	250.00	3000.00
H. Ezzell Welborn	125.00	1500.00
J. R. Whitmer	241.66	2900.00
B. C. Cole	187.50	2250.00

LIBRARY

Margie Helm	208.33	2500.00
Mrs. Louise Hutcheson	118.75	1425.00
Elizabeth Combs	85.00	1020.00
Mrs. Mary T. Moore	183.33	2200.00
Janice Pace	75.00	900.00
Nettie Harrison	75.00	900.00
Sara Tyler	75.00	900.00
Mrs. Sara Garris	150.00	1800.00
Sterett Cuthbertson	275.00	3300.00

TRAINING SCHOOL (10 $\frac{1}{2}$ months unless otherwise stated)

C. H. Jagers	300.00	(12)	3600.00
Mrs. O. G. Byrn	87.50	(12)	1050.00
Hayward Brown	225.00	(12)	2700.00
Ethel Bernard	150.00		1575.00
Ethel Clark	247.61		2600.00
Mary Frances Eaton	161.90		1700.00
Ruth Driskill	150.00		1575.00
Susan Jane Howard	170.00		1785.00
Mrs. Herman Lowe	152.38		1600.00
Lavinia Hunter	156.66		1750.00
Weldon Hart	171.43		1800.00
Frank Lawrence	150.00		1575.00
Mrs. H. R. Matthews	180.95		1900.00
Ross McGehee	190.47		2000.00
Polly McClure	190.95		1900.00
Susie Pate	152.38	plus Dept. of Edu.	1600.00
Nancy Reeder	161.90		1700.00
N. L. Ross	180.95		1900.00
Bertie Louise Redd	125.00		1500.00

Magnolia Scoville	190.47	2000.00
Carolyn T. Seward	150.00	1575.00
Sarah Taylor	161.90	1700.00
Martha Crendorf	115.00	1207.50
Mrs. Hazel Riggs	150.00	1575.00
Gertrude Raymond	135.00	1417.50
Betty Shemwell	130.00 (9)	1170.00

OFFICES

Mattie M. McLean	208.33	2500.00
Kelly Thompson	250.00	3000.00
Florence Schneider	208.33	2500.00
Rex Myers	191.66	2300.00
Harold Sublett	25.00	300.00
F. C. Grise	400.00	4800.00
E. E. Canon	300.00	3600.00
W. J. Craig	250.00	3000.00
W. M. Pearce	291.66	3500.00
J. Porter Hines	191.66	2300.00
Mrs. Margaret Evans	100.00	1200.00
A. C. Woodward	133.33	1600.00
Elizabeth Woods	75.00	900.00
Susie West McClanahan	143.75	1725.00
Mrs. D. F. Penick	133.33	1600.00
Helen C. Gwin	200.00	2400.00

SALARY LIST "B"

Name	<u>Monthly Salary</u>	<u>Annual Salary</u>
H. Lee Kelley	133.33	1600.00
Johnny Crowdus	75.00	900.00
Lillian Thompson	75.00	900.00
Ellen Lewis	100.00	1200.00
Etta Runner	100.00	1200.00
Mrs. Ora Brand	87.50	1050.00
Marie Temple	83.33	1000.00
Ruth Tuck	75.00	900.00
Elizabeth Edwards	75.00	900.00
Mrs. Jussie Havard	100.00	1200.00
Robertta Moody	100.00	1200.00
Lois Dickey	87.50	1050.00
Evalee Wood	100.00	1200.00
Olga Randolph	100.00	1200.00
Mrs. Bernie Tichenor	75.00	900.00
Lois Almond	75.00	900.00
Nathalie Baldy	62.50	750.00
Frances Kingery	60.00	720.00
Amelia Miller (20¢ per hour)	37.00 approx.	

Mrs. Grace Overby	75.00	900.00
Lillian Hanley	125.00	1500.00
Will B. Hill	175.00	2100.00
S. J. Meredith	116.66	1400.00
Ernett Walton	87.50	1050.00
Pleas Feay	75.00	900.00
Ed McGinnis	75.00	900.00
Luther Cornwell	75.00	900.00
Edward G. Knauer	150.00	1800.00
Florence Adams	35.41	425.00
Sylvia Bailey	43.75	525.00
Gene Conners	60.41	725.00
Cora Edson	35.41	425.00
Cherry Edson	35.41	425.00
Grider Hall	60.41	725.00
Vernon Owen	60.41	725.00
Betty Sadler	35.41	425.00
Matilda Taylor	35.41	425.00
W. E. McPherson	60.00	720.00
J. W. Newton	60.41	725.00
M. A. Harrell	60.00	720.00
Aubrey Hoofnail	91.66	1100.00
Raymond Hoofnail	83.33	1000.00
Claud Shanks	85.00	1020.00
Joe McCartney	66.66	800.00
Pelley Perry	54.16	650.00
Lindsey Conners	50.00	600.00
Luther Douglas	50.00	600.00
John Bland	83.33	1000.00
Tom Parker	79.16	950.00
Allan Padgett	54.17	650.00
Osie Terrell	45.00	540.00
Chester Harrison	66.66	800.00
Alex Sadler	50.00	600.00
Clarence Sadler	50.00	600.00
Robert Jennett	45.83	550.00
V. F. Mitchell	75.00	900.00

Upon receiving the report Mr. Borrone offered the following resolution which was seconded by Judge Pentecost:

WHEREAS: President Garrett has nominated the Heads of Departments and Members of the Instructional Staff and the regular members of the Staff of the College, and submitted a list detailing the names and salaries of said employees;

NOW BE IT RESOLVED: Section 1. That the nominations as submitted and recommended by President Garrett be hereby ratified and approved.

Section 2. That all regular Heads of Departments and members of the Instructional Staff be hereby elected for a period of one year from July 1, 1939, at salaries as specified in list submitted.

Section 3. That all regular members of the staff of the College be re-elected as of July 1, 1939, subject to satisfactory service.

Upon roll call Judge Pentecost, Mrs. Drake, Superintendent Peters, and Mr. Borrone all voting in the affirmative, the motion was declared by the Chairman adopted.

Minutes of the meeting of the Board of Regents held on December 23, 1938, were read to the Board. Upon motion of Mr. Borrone, seconded by Mrs. Drake, same were approved.

President Garrett read to the Board the minutes of the Executive Committee for meeting held on January 15, 1939, March 4, 1939, April 4, 1939, and May 23, 1939. The minutes as read are copied below:

Minutes of Executive Committee

January 15, 1939.

The Executive Committee of the Board of Regents of Western Kentucky State Teachers College met in the President's Office on the afternoon of January 15, 1939. Present: Mrs. Drake, President Garrett, and Mr. Borrone. Mr. Borrone presided.

President Garrett reported that, pursuant to a resolution adopted at a former meeting, he had contacted the officers of the American National Bank and of the Citizens National Bank of Bowling Green, and that each of these institutions had agreed to loan the College \$17,000.00 for a period of six months at an interest rate of 3 per cent per annum. The proceeds of these loans to be used to meet a part of the College's proportional expense incurred in completing the construction of the Kentucky Building with the aid of a grant from the Public Works Administration.

After some discussion Mrs. Drake moved the following resolution:

BE IT RESOLVED: That President Paul L. Garrett, be authorized and is hereby empowered to borrow for and on behalf of this Board the sum of \$34,000.00. That he be further authorized for and on behalf of this Board to execute and deliver a note for \$17,000.00 due in six months after date and bearing interest rate of 3 per cent per annum, to the Citizens National Bank of Bowling Green, and to execute and to deliver to the American National Bank of Bowling Green a note for \$17,000.00 due six months after date and bearing interest at rate of 3 per cent per annum.

BE IT FURTHER RESOLVED: That the proceeds of these notes be deposited in said banks in an account to be known as Kentucky Building Construction Account. The said notes be repaid from an appropriation for Capital Expenditures as shown as Sub-sec. D1 of Section 19, Chapter 1 of the Acts of the 1938 General Assembly of Kentucky which is the Budget Act for the years 1939-1940. And that said appropriation be hereby pledged to said banks to secure the repayment of said loans.

The motion was seconded by President Garrett and upon roll call Mrs. Drake, President Garrett, and Mr. Borrone all voting in the affirmative, the resolution was declared adopted.

President Garrett explained that it would be necessary to appoint a Custodian of the funds to be used in construction of the completion of the Kentucky Building, P. S. A. Project Ky-1360-F, and offered the following resolution:

BE IT RESOLVED: That Miss Florence Schneider, Bursar of the College, be hereby designated and appointed as Custodian of the fund known as THE KENTUCKY BUILDING CONSTRUCTION ACCOUNT. That she keep careful and correct account of all receipts and expenditures and draw checks on this fund upon certification of J. M. Ingram, Architect. That the records of this fund be always available in her office for inspection and audit of P. S. A. officials.

Mrs. Drake seconded this motion and upon roll call Mrs. Drake, President Garrett, and Mr. Borrone all voting in the affirmative, the resolution was declared adopted.

President Garrett stated that Dr. Ford, Head of the Science Department, had requested the purchase of a McCormack-Deering Electric Milk Cooling machine to be installed at the farm dairy. That at present ice used for this purpose cost approximately \$37.00 per month; that shortly the farm would have the advantage of Rural Electric Service and that the cost of operating this machine would be small and result in substantial saving over the use of ice. That one firm had agreed to install this machine at a cash price of \$340.00 or on the deferred payment plan of \$29.20 for a period of 12 months. After discussion Mrs. Drake moved:

That President Garrett be authorized to further investigate the desirability of installing such machine and if in his opinion it is desirable to purchase same either by outright payment or the partial payment plan that he be hereby authorized to do so.

Mr. Borrone seconded the motion and upon roll call all voting in the affirmative the motion was declared adopted.

Mr. Borrone stated a Committee of business men were preparing a petition to present to the City Council calling attention to the wide disparagement in the rates paid by the citizens of Clarksville, Tennessee, and those of Bowling Green, and requesting that steps be taken to remedy this matter. That this Committee had requested the College to join with them in this petition and offered the following motion:

That President Garrett for and on behalf of this Board be authorized and requested to sign a petition to the City Council requesting that steps be taken looking to the lowering of electrical rates in Bowling Green.

The motion was seconded by Mrs. Drake and all voting in the affirmative was declared adopted.

President Garrett stated that Mr. J. M. Ingram had presented a bill for his fee on additional sum (above the original estimated cost) used in the construction of the Music Building. That the original estimate was for \$44,922.00 and that he had been paid a fee of 5% on this amount. However, an additional amount of approximately \$30,000.00 had been used but a large portion of this expenditure was for items which had not directly entered into the building. That he had analyzed the matter closely and in his opinion Mr. Ingram was due an additional fee; that he regarded the sum of \$750.00 (being 5% on \$15,000.00) as equitable.

After some discussion Mrs. Drake offered the following motion, seconded by President Garrett:

BE IT RESOLVED: That J. M. Ingram be allowed an additional fee of \$750.00 for his services as Architect in construction of the Music Hall.

Upon roll call Mrs. Drake, President Garrett, and Mr. Borrone all voting in the affirmative the resolution was declared adopted.

President Garrett reported that it would be necessary to employ for the spring semester at least five additional members of the instructional staff to take care of the increased enrollment. However, at the present time he was making some investigations and was not prepared to make nominations.

After discussing the matter Mrs. Drake offered the following resolution, seconded by President Garrett:

BE IT RESOLVED: That President Garrett be authorized to employ additional instructors for the spring semester in the English, Art, History, Economics, and Psychology Departments and others if he found it necessary and to fix their salaries.

Upon roll call all voting in the affirmative the resolution was declared adopted.

There being no further business the Committee adjourned.

B. J. Borrone
Chairman

Sterett Cuthbertson
Secretary

Minutes of Executive Committee

March 4, 1939.

The Executive Committee of the Board of Regents of the Western Kentucky State Teachers College was held in the President's Office on the afternoon of March 4, 1939. Present: Mr. Borrone, Mrs. Drake, and President Garrett. Mr. Borrone presided.

President Garrett explained that it had been found necessary to reinforce the floor in the stack room of the right wing of the Kentucky Building in order to carry the weight of the library stacks. After some discussion Mr. Garrett offered the following motion which was seconded by Mrs. Drake:

RESOLVED: The adoption of a change order requesting adoption of 7, 8, 9, 11 (omitting 10) in return for which the contractor is to remove floor in library stack room, the same being the second floor of the right wing of the Kentucky Building, reinforce the beams and add such additional joists as are necessary to support the load of books which stacks specified for said floor will hold. The contractor to replace the floor and also to remove such work as necessary to accomplish this change and to replace same in accordance with the original contract.

Upon roll call Mrs. Drake, President Garrett, and Mr. Borrone all voting in the affirmative the resolution was declared adopted.

The following wage schedule was agreed upon:

<u>Trade or Occupation</u>	<u>Wage Rate</u>
Asbestos Workers	.30
Bricklayers	1.25
Bricklayers Tenders	.45
Carpenters	1.00
Cement Finishers	.75
Electrical Workers	1.00
Elevator Constructors	1.15
Glaziers	.80

Hoisting Engineer (2 Drum)	1.00
Iron Workers - Ornamental	1.00
Iron Workers - Structural	1.00
Iron Workers - Rodmen	.75
Lathers - Wood and Metal	1.00
Marble Setters	1.10
Mosaic and Terrazzo Workers	1.00
Marble Helpers	.50
Terrazzo Helpers	.50
Tile Setters	1.00
Tile Setters Helpers	.50
Mortar Tenders	.40
Mortar Mixers	.40
Painters - Paper Hangers and Decorators	.75
Plasterers	1.10
Plasterers Tenders	.45
Roofers - Slate and Tile	.75
Roofers - Composition	.75
Kettlemen	.40
Sheet Metal Workers	.75
Shovel - Crane - Pile Drvr.-Clamshell Operator	1.00
Steam Fitters	1.10
Steam Fitters Helpers	.40
Stone Cutters	1.10
Stone Masons	1.10
Waterproofers	.75
Welders - Arc and Acetylene - Burners - Cutters	.90
Teamsters	.40
Truck Drivers	.60
Laborers - Common	.40
Plumbers	1.10
Plumbers Helpers	.40

Wage schedule as later agreed to by the Executive Committee through its Chairman, B. J. Borrone, at the request of the P. U. A.

There being no further business the Committee adjourned.

B. J. Borrone
Chairman

Sterett Cuthbertson
Secretary

Minutes of Executive Committee

April 4, 1939.

The Executive Committee of the Board of Regents of the Western Kentucky State Teachers College met in the

President's Office on the morning of April 4, 1939.
Present: Mrs. Drake, Mr. Berrone, and President
Garrett. Mr. Berrone presided.

President Garrett announced that with the
advent of the Spring Term and increased enrollment,
that it had been found necessary to employ some
additional instructors and that he had employed:

Mr. James F. Leins to teach in the
Department of Economics at salary of
\$125.00 per month.

Mr. R. E. Hale to teach in the Depart-
ment of History at a salary of \$125.00
per month.

Mrs. Hillary Carroll as supervisor in
Training School at a salary of \$125.00
per month.

Mr. Noel Glasscock, Assistant to Miss
Clark in Rural School, at a salary of
\$125.00 per month.

Upon receiving this report Mrs. Drake offered
the following motion:

BE IT RESOLVED: That the action of
President Garrett in employing Mr. Leins,
Mr. Hale, Mrs. Carroll, and Mr. Glasscock
as instructors for the nine weeks of the
Spring Term be hereby ratified, and that
President Garrett be authorized to employ
any additional instructors which may be
found necessary or advisable.

This motion was seconded by President Garrett
and upon roll call Mr. Berrone, Mrs. Drake, and President
Garrett all voting in the affirmative the motion was
declared adopted.

President Garrett also stated to the Committee
that it has been found that the spur railroad track, over
which we receive our coal supply, had been reported by
the L & N R R Officials to be in bad condition and they
estimated the re-construction of this spur would amount
to about \$400.00. However due to the spreading of some

rails it was necessary that some immediate repairs be made in order to avoid possible derailment of the railroad equipment. That he had authorized an expenditure not to exceed \$100.00 to meet this emergency.

The following motion was offered by Mrs. Drake:

BE IT RESOLVED: That the action of President Garrett in authorizing the L & N R R Company to make necessary repairs to spur railroad track in amount not to exceed \$100.00 to meet a present emergency be ratified. And further that the completion of the work be hereby authorized (total expenditure not to exceed \$400.00) at such time, that in the judgment of the President, funds are available.

The motion was seconded by President Garrett and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative the motion was declared adopted.

President Garrett also reported that the L & N R R had recently begun the practice of assessing demurrage charges on coal cars. That he had investigated the matter and found that usually the cars were unloaded promptly and he regarded these charges as unfair. After some discussion it was agreed that President Garrett write the proper official of the L & N R R, stating that if this practice was continued it would become necessary for the college to arrange to receive its coal supply by truck.

President Garrett also stated that the Indemnity Insurance Company carrying our employees bond had requested a resolution to become effective at the expiration of a former resolution, expiring January 7, 1939.

Mrs. Drake offered the following resolution:

BE IT RESOLVED: That the Bursar of the College be authorized and is hereby directed to use the Citizens National Bank, the American National Bank, and the Bowling Green Trust Company, all of Bowling Green, Kentucky, as depositories for the funds of the Western Kentucky State Teachers College.

The motion was seconded by President Garrett and upon roll call all voting in the affirmative, the motion was declared adopted.

President Garrett reported that the work of filling and repairing the Athletic Field was now in progress; that he had not been able to get the exact cost of the work but estimated that the work could be accomplished at a cost of approximately \$1000.00. President Garrett offered the following motion:

BE IT RESOLVED: That an expenditure of approximately \$1000.00 be authorized for the purpose of filling, draining, and repairing the athletic field.

Mrs. Drake seconded the motion and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative the motion was declared adopted.

In regard to the Kentucky Building President Garrett made the following statement: Request for change order to reinforce and strengthen concrete floors had been approved and granted. However, the request for change order asking substitution on library furniture and equipment was objected to by P.W.A. Officials at Atlanta, Georgia. They had suggested that if it was the desire of the College to make these substitutions it would be necessary to submit a request for change covering omission of equipment, which request to involve a credit equal to bid price of general contractor for said equipment and if favorably considered then the applicant could submit contract documents covering desired equipment and advertise for bids.

President Garrett offered the following motion:

BE IT RESOLVED: That our Architect be instructed to execute and submit such change orders as are necessary to enable the college to advertise for bids for library equipment.

The motion was seconded by Mrs. Drake and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative, the motion was declared adopted.

President Garrett further reported that he had ascertained from the Bursar's Office that only \$10,000.00 fire insurance was now being carried on the Kentucky Building. After some discussion Mrs. Drake offered the following motion:

BE IT RESOLVED: That President Garrett be authorized to take out such additional fire and storm insurance on the Kentucky Building as his judgment may dictate and as may be required by the P.M.A. Officials.

President Garrett seconded the motion and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative, the motion was declared adopted.

President Garrett further reported that at the time of the completion of our New Classroom Building that a small sum had been left to the credit of the Construction Account. That this fund had been used to meet various demands, largely pertaining to the new building, as landscaping, planting, equipment, etc. He further stated that other items had been contracted for but as yet not paid and submitted a detailed list of expenditures which is copied below:

Items paid and contracted for out of Construction Account.

Items paid

B. C. Livestock Market	Manure	\$ 8.00
Jack Wallace	Sod	25.33
Jack Wallace	Grading	2.00
Charlie Pedigo	Labor	2.00
Jack Wallace	Sod	61.25
H. F. Kinney	Landscape Archt.	85.00
Willie Perry	Labor	6.50
H. E. Cummins	"	3.00
Jack Wallace	Sod	35.12
Hillemeyer Nurseries		647.50
Raymond Hoofnel	Truck to Lex.	42.20
Jack Wallace	Sod	23.75
Jack Wallace	Sod	15.63
Alex Duncan	Labor	11.75
Jack Wallace	Sod	36.13
Jack Wallace	Sod	8.37
Ky. School Equip. Co.	Contract	9322.72

Ky-Tenn. Light Company	Two meters	\$168.50
Paul L. Garrett	Exp. to Atlanta	17.10
Brinton B. Davis	Contract	1000.00
F. Schneider, payroll	Labor on campus	64.75
Brinton B. Davis	Contract	1941.15
F. Schneider, payroll	Campus labor	18.47
F. Schneider, "	" "	49.15
Winfred Craft	" "	2.25
F. Schneider, payroll	" "	34.98
Jack Wallace	Sod	26.50
Jack Wallace	"	15.38
Hollingsworth-Young	Supplies	28.50
Raymond Hoofnel	Truck to Lex.	17.00
Hillenneyer Nurseries		155.50
Bruce Dudley	On camera	75.00

Items contracted but not paid.

Barnstead Still and S. Co.	Chemistry Dept.	\$68.40
D.T. Davis Company	Education "	40.61
Ward Nat. Science Co. (est)	Geography "	228.00
" " " " " "	" "	108.00
Bruce Dudley, balance	Camera	82.00
Hillenneyer Co. (bill not rec.)		
Truck to Lexington (" " ")		

Upon receiving this report and after some discussion Mr. Drake offered the following motion:

BE IT RESOLVED: That the bills paid and contracts entered into against the fund known as the Construction Fund be hereby approved and ratified.

The motion was seconded by President Garrett and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative, the motion was declared adopted.

There being no further business the Committee adjourned.

B. J. Borrone
Chairman

Sterett Cuthbertson
Secretary

Minutes of Executive Committee

May 23, 1939.

A meeting of the Executive Committee of the Board of Regents of Western Kentucky State Teachers College was held in the President's Office on the afternoon of May 23, 1939. Present: Mr. B. J. Borrone, Mrs. W.P. Drake, and President Paul L. Garrett. Mr. Borrone presided.

President Garrett presented a communication from Morris Ingram, Architect, relative to repairs of the metal work on the roof of the Kentucky Building. After some discussion President Garrett offered the following resolution:

RESOLVED: That a payment of \$32.20 be made to the firm of F. C. Gorrell and Sons, for repairs to the metal work and guttering on the roof of the Kentucky Building.

Mrs. Drake seconded the resolution and upon roll call President Garrett, Mrs. Drake, and Mr. Borrone all voting in the affirmative, the motion was declared adopted.

President Garrett stated that the insurance policy, offering protection against personal and property damage, fire and theft, on the fleet of eight trucks and automobiles used by the college, expires tomorrow. That two policies had been submitted to him. One policy by Richard Clark, the premium of which amounted to \$323.00 and one policy by the Park City Insurance Agency, the premium amounting to \$269.41.

After some discussion and examination of the policies, President Garrett offered the following resolution:

BE IT RESOLVED: That policy No. 326793 of the Mercer Casualty Company submitted by the Park City Insurance Company with premium of \$269.41, offering insurance against personal and property damage, fire and theft on the fleet of eight trucks and automobiles, owned and operated by the College, be accepted. However, with the proviso that the item relating to farm trucks be changed to offer more adequate protection.

This resolution was seconded by Mrs. Drake and upon roll call Mr. Borrone, Mrs. Drake, and President Garrett all voting in the affirmative, the motion was declared adopted.

No further business appearing the Committee adjourned.

B. J. Borrone
Chairman

Sterett Cuthbertson
Secretary

Upon the conclusion of the reading of these minutes Judge Pentecost offered the following motion which was seconded by Mr. Borrone:

BE IT RESOLVED: That the minutes of the Executive Committee for their meetings of January 15, March 4, April 4, and May 25, 1939, as read to the Board, be received, filed and incorporated into the minutes of this meeting, and that the acts of the Executive Committee be hereby approved and ratified.

All the members voting in the affirmative, the Chairman announced the resolution adopted.

Judge Pentecost requested that hereafter a copy of the minutes of each meeting be mailed to each member of the Board.

There being no further business the Board adjourned.

A. J. Peters
Chairman

Sterett Cuthbertson
Secretary pro-tem