



8-27-1924 10:20 AM

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Board of Regents, Murray State Normal School

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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

August 27, 1924.

The Board of Regents of the Murray State Normal School met in the office of the President of the school at 10:20 A. M., Dr. McHenry Rhoads presiding. Present: Dr. McHenry Rhoads, Mr. T. H. Stokes, Mrs. Laurine Wells Lovett, and Mr. James F. Wilson. Absent: G. P. Thomas.

✓ Mr. G. Tandy Smith, Jr., Architect submitted plans and specifications for women's dormitory for approval.

✓ Moved by Mr. Stokes, seconded by Mr. Wilson, That plans and specifications be adopted. Aye's Mrs. Lovett, Mr. Wilson, Mr. Stokes and Mr. Rhoads. Carried.

✓ Moved by Mrs. Lovett, seconded by Mr. Stokes, That Tuesday, September 23, 1924 at 10:00 A. M. be the time set for opening all bids, and all bids must be in by that hour. Carried.

The Board took a recess to visit grounds and for luncheon.

Reconvened at 1:30 P. M. Mr. Thomas who was absent at forenoon meeting was present.

Moved by Mr. Rhoads, seconded by Mr. Thomas, That building and grounds committee be given power to employ a man to aid Mr. Frazier, the special superintendent, for a term not exceeding three months with salary not exceeding \$150.00 per month. Aye's Mrs. Lovett, Mr. Thomas, Mr. Stokes, Mr. Wilson and Mr. Rhoads. Carried.

The President recommended the appointment of Emma J. Helm teacher in the training school.

✓ Moved by Mr. Stokes, seconded by Mr. Wilson, That Miss Emma J. Helm be employed as training school teacher, with salary at the rate of \$1600.00 per calendar year, or \$133-1/3 per calendar month, effective September 8, 1924 and term expiring June 30, 1925. Carried.

The Committee on certification and graduation submitted the following report:

August 27, 1924.

We, the committee on certification in accordance with the law governing Morehead and Murray State Normal Schools, hereby recommend that the following pupils be granted certificates of the class indicated below:

PROVISIONAL ELEMENTARY CERTIFICATE - SECOND CLASS

✓ Alexander, Marie	✓ Lawrence, Prudy
✓ Alexander, Mary	✓ McDaniel, Dentis
✓ Allen, Gladys	✓ Melton, Lila Jane
✓ Brelsford, Olaf	✓ Miller, Hazel
✓ Buchannon, Myrtie	✓ Nix, Shirley
✓ Burradell, Alice Lee	✓ Overstreet, Willie
✓ Crawford, B. H.	✓ Phillips, Odelle
✓ Crass, Lee	✓ Ross, Lalah
✓ Dunn, Eugenia	✓ Rhodes, Fred
✓ Douglas, Garvice	✓ Roberts, Mary
✓ Eley, Lillian	✓ Smith, Dell
✓ Edwards, Clara	✓ Story, Mrs. Irene
✓ Elkins, Mattie	✓ Stubblefield, Amy
✓ Hill, Mrs. Virginia	✓ Smith, Bessie

Provisional Elementary Certificate - Second Class. Cont'd.

↓ Holt, Pearl	↓ Shelton, Lorene
↓ Holloway, Christine	↓ Travis, Gracie
↓ Jenkins, Lucille	↓ Travis, Lucille
↓ James, Clover	↓ Watkins, Paul
↓ Jewell, Mattie	↓ Whitehead, Mary
↓ Koch, Etna	↓ Waldon, Frances
↓ Lockhart, Zitell	↓ Watkins, Edward L.
↓ Long, Bernice	↓ Woodall, Carrie

COLLEGE ELEMENTARY

↓ Holland, Homer	↓ Pickard, Mrs. Lessie
↓ Lawrence, Mabel	↓ Robertson, Mary
↓ Pemberton, Minnie	↓ Scoggin, Thomas Z.
↓ Powell, Juanita	

ADVANCED CERTIFICATE

↓ Carter, Larene	↓ Suiter, Lottie
↓ Gentry, Clarence H.	↓ Bagwell, Mayme
↓ Jones, Lillian	↓ French, Irene
↓ Shemwell, Julia	↓ Fuqua, Amy

STANDARD ELEMENTARY CERTIFICATE

↓ Irvan, Lucille

2.26

Jas. H. Hutchinson, Chairman.
J. G. Glasgow.
Mary W. Moss.

Moved by Mr. Stokes, seconded by Mrs. Lovett, That list of persons recommended for certificates and diplomas above be endorsed as presented and recommended by Committee on Certification; that the President of institution and Secretary of the Board be authorized to sign and fix thereto the seal of this institution, after which, the State Department of Education will approve same. Carried.

At this time, Mr. Rhoads withdrew from meeting in order to take train to Frankfort. Vice Chairman Stokes presiding.

Report of President.REPORT OF PRESIDENT

Murray, Kentucky,
August 27, 1924.

To the Members of Board of Regents,
Murray, Kentucky.

Honorable Members:

I submit the following report for your information and consideration:

Progress of Work Preparatory to Opening of New Building.

The sanitary sewer system is nearing completion and the committee will be ready to make final report at early date. The cost will approximate \$3000.00. A payment of \$2500.00 should be made at once. The storm sewer will be completed in a few days.

The chief water main and several of the lateral mains have been laid and water will be available not only in the building but at various places on the grounds in a few days.

Two driveways are in process of construction and should be completed within two weeks. One of these extends from the Boulevard to Main Street along East line of property, the other extends across the grounds in front of buildings.

Concrete walks are in process of construction. Only walks about the present building, and extending from it to Main Street and along south side of property are being built at this time. These will probably be completed by the opening of school.

The grounds in front of building and along the west side have been improved by removing unnecessary trees, stumps, and laying water mains. This work is nearing completion.

The laboratory furniture has been ordered and will be installed as soon as possible. This work will probably not be completed by the opening of school.

The installation of the auditorium seats, students' desks, steel lockers and window shades will be completed within a few days.

The tablet armed chairs are here, also the steel filing cases. Nothing has been done relative to installing the filing cases.

Things which need to be done before opening of Building.

✓ A program clock needs to be purchased and installed. See bids for cost.

The excavation has been made for coal bin, but nothing has been done to enclose the bin or construct the additional stack. This should be completed before opening of school.

It is not known whether or not the Normal School Commission will install the electric fixtures. This matter should be determined without delay. If the Commission does not install fixtures, I recommend that the purchase and installation be referred to a committee with power.

Additional equipment needs to be purchased. The following items were left out at time furniture was purchased:

- 100 Bent wood chairs.
- 6 Library tables
- 150 Folding Charis.

At the time tablet arm chairs were purchased, we expected to use two rooms in Normal School building for training school purposes. As these rooms will be used for classes, it will be necessary to purchase 84 tablet arm chairs in addition to those already purchased.

I recommend that these purchases be made.

There are numerous shelves to be made and miscellaneous articles to be provided in order to begin work in the new building. All of these cannot be foreseen but they are necessary. I recommend that the president be authorized to have these various things attended to and to purchase miscellaneous supplies, provided the amount expended for this purpose does not exceed \$_____.

The members of faculty have made requests for special equipment for their departments. As a rule, these are special items which can only be purchased from certain dealers. I, therefore, recommend that a budget allowance of \$_____ be authorized for this purpose and the President authorized to make the purchases on recommendation of members of faculty.

Dedication of New Building and Laying of Corner Stone.

✓ I recommend that the dedication of new building and laying of corner stone be the same morning, September 22, 1924. I also recommend that a corner stone or corner stones be authorized and that the Board designate the inscriptions to be made.

I further recommend that the Board designate the list of persons to be invited as special guests of the school, whether or not the school shall pay all or a part or none of the expenses of invited guests; also that special directions be given relative to program.

Book Store.

It is necessary for us to make some definite arrangement relative to the management of book store. In order to handle State adopted texts, it is necessary to give bond in accordance with law. It is also necessary to have some one to take immediate charge of store.

I recommend that the necessary bond be provided, and that the President be authorized to secure the services of some students to take charge of the store at rate of \$_____ per month.

Cafeteria.

Some arrangement should be made to provide some sort of lunch facilities at the Normal School for students. The large basement room could be used for this purpose. I recommend that a committee be appointed with power to install lunch room.

Respectfully submitted,

J. W. Carr,
President.

Received and made part of minutes.

Moved by Mr. Thomas, seconded by Mrs. Lovett, That a payment of \$2500.00 be paid as part payment on sewerage system. Carried.

Moved by Mr. Stokes, seconded by Mrs. Lovett, That Dr. Carr be authorized to buy program clock. Carried.

Moved by Mr. Wilson, seconded by Mr. Thomas, That Dr. Carr see about lighting fixtures. Carried.

Moved by Mr. Wilson, seconded by Mr. Thomas, That Dr. Carr and Mr. Stokes be authorized to buy 150 folding chairs, 6 library tables, 100 bent wood chairs and 84 tablet arm chairs. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That Dr. Carr be authorized to build shelves, buy brooms and other miscellaneous articles not to exceed \$300.00. Carried.

Moved by Mr. Wilson, seconded by Mr. Thomas, That a budget allowance not to exceed \$800.00 be authorized for purchasing special equipment for members of faculty and the President be empowered to approve same. Carried.

Moved by Mr. Thomas, seconded by Mrs. Lovett, That a special letter be written by Dr. Carr to the Governor, State Board of Education, Mr. and Mrs. Thomas P. Norris, Normal School Commission and others, and that printed cards be sent to students and all school people, County Superintendents, Boards of Education to attend dedication of present building September 22, 1924. Carried.

Moved by Mr. Wilson, seconded by Mr. Thomas, That Mr. Posey of Paducah be employed to audit the books and make any recommendations as to what kind are best to use. Carried.

Moved by Mr. Wilson, seconded by Mr. Stokes, That when we adjourn, we adjourn to meet September 11, 1924 at 9:30. Carried.

Moved by Mr. Wilson, seconded by Mr. Stokes, That Dr. Carr be empowered to employ someone to look after book store, not to exceed \$15.00 per month. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the President be appointed as a committee with power to install a cafeteria or lunch room. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the President be authorized to employ a janitor temporarily. Carried.

Moved by Mr. Wilson, seconded by Mr. Stokes, That we pay Mr. G. Tandy Smith \$3000.00 on account as architect. Carried.

List of applicants read before the Board. (See files for list).

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the Board do now adjourn. Carried.

W^c Henry Rhoads
Chairman

Laurine Wells Lovett
Secretary