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Board of Regents, Murray State Normal School

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MINUTES OF BOARD OF REGENTSMURRAY STATE TEACHERS COLLEGE

January 3, 1936

The Board of Regents of Murray State Teachers College met in special session in the office of the President at 3:30 P. M. Friday, January 3, 1936, as per the call of the Chairman. Mr. T. H. Stokes, Judge Bunk Gardner, Mr. B. L. Trevathan and Dr. James H. Richmond were present. Chairman James H. Richmond presided.

Reading of the Minutes

The minutes of November 9, 1935, November 16, 1935, November 29, 1935 and December 21, 1935 were read, approved and signed.

Report of the President

Dr. Carr presented to the members of the Board copies of his report as President, which he read, as follows:

REPORT OF THE PRESIDENT

January 3, 1936

Honorable Members Board of Regents
Murray State Teachers College
Murray, Kentucky

Gentlemen:

I submit the following for your information and consideration.

Financial Status

According to the balance sheet of the bookkeeper, we have conducted the college during the first six months, paid all bills and have \$63.07 left in the allotment for that period, as set up in the "Working Plan" for the first six months. I deem this an excellent showing and I wish to commend the Business Manager and his Staff.

The "Working Plan" for the last six months has been submitted, but no official notice of its approval has been received. It is important that this approval be received at the earliest date possible as funds are not available to pay current bills until the approval is given.

Building Program - Ky-1062

As per authorization of this Board, I have signed all contracts and necessary documents relative to the building program. I have also held conferences with the attorney, the architect and the contractor. So far as I know, all documents which need to be executed have been submitted to the Federal authorities for approval. Mr. Meuth, Counsel for the Administrator, telegraphed yesterday, "No additional action to be taken by Board at request of legal division at this time".

Our Attorney, Judge J. W. McDonald, states that it is necessary for this Board to elect a Treasurer at an early date in order that the building program may be carried out. I bring this matter to your attention for such consideration as you deem advisable.

Audit Requested

As my term of office as president will expire January 6, 1936, I urgently request that an audit be made of the accounts of this institution covering the entire term of my presidency.

Final Report

As this is my final official report as president, I wish to thank each member of this Board for the splendid support and cooperation you have given me in the discharge of my official duties.

I regard it a rare privilege to be permitted to continue my connection with this college as dean, and I hereby renew my pledge of loyalty and support to Dr. Richmond, the incoming president, and to this Board. I shall continue to give to this college the best service I am capable of rendering.

Respectfully submitted,

J. W. Carr,
President

JWC:TB

Dr. John W. Carr Elected Treasurer of Board of Regents

Motion was made by Mr. Stokes, and seconded by Mr. Trevathan, that Dr. John W. Carr be elected Treasurer of the Board of Regents of the Murray State Teachers College for a period of four years beginning today, January 3, 1936, and that he be required to give bond in the sum of \$10,000.00 with some trust company authorized to do business in the State of Kentucky, as surety, the premium on which is to be paid by the Murray State Teachers College, with the further condition that he shall serve without pay. The roll was called on the adoption of this motion with the following result: Mr. Stokes, aye; Judge Gardner, aye; Mr. Trevathan, aye; Dr. Richmond, aye.

Audit of Books Again Requested

Judge Gardner made the following motion: It appearing that the retiring President, Dr. John W. Carr, in his report of this date has requested that an audit be made of the accounts of this institution covering the entire term of his office, it, also, appearing that requests had been previously made by this Board to the State Inspector and Examiner for an audit of the books of the institution, I, therefore, move that request be made by James H. Richmond on the office of the State Inspector and Examiner that the books of this institution be examined in accordance with Dr. Carr's request immediately, or as soon as possible. This motion was seconded by Mr. Stokes and carried unanimously.

Dr. J. W. Carr Given Vote of Thanks

Motion was made by Dr. James H. Richmond that Dr. John W. Carr be given a vote of thanks by this Board for his loyal, faithful and efficient services as President of this institution. This motion was seconded by Judge Gardner and carried unanimously.

Dr. Carr acknowledged this vote of thanks with the following statement: "I feel that the compliment that you have paid to me is due to this Board as well as to me".

Payments to Contractor Monthly Conditioned

Dr. Carr read to the Board an agreement which conditioned the monthly payments to the Contractor for the construction of the Home Economics and Physical Education Buildings upon the receipt of funds from the P. W. A., as follows:

Mr. George H. Sager, Jr.
Acting State Director
Federal Emergency Administration
of Public Works
Louisville, Kentucky

Dear Sir:

The following provision viz: "The provisions of this article and of Article 5 are conditioned upon the owner having received from Federal Emergency Administration of Public Works funds sufficient to make said payments at said times", appearing on page 3 of agreement between contractor, A. E. (Jack) Cole, and owner, Board of Regents of Murray State Teachers College, was agreed to by the contractor and inserted in said contract before same was signed by the owner.

This 27th day of December, 1935.

(Signed) Bessie C. Nagel
Witness

(Signed) A. E. (Jack) Cole
Contractor

Motion was made by Judge Gardner that the provision in reference to the payment of the contractor, as outlined in the foregoing agreement, be approved. This motion was seconded by Mr. Trevathan and carried unanimously.

Heating Plant Extension Bid Received

A bid for the extension of the heating plant by the addition of an extra boiler, tank heater and hot water storage tank was read, as follows:

Paducah, Ky.
December 20, 1935.

Mr. James H. Richmond, President,
Murray State Teachers College
Murray Kentucky.

Re: Physical Education Building and
Home Demonstration Building,
Kentucky Docket P. W. A. #1062.

Dear Sir:

Complying with the request of Mr. G. Tandy Smith, architect, I am pleased to quote you a price of \$2413.00 for furnishing and installing complete one #6603 Pacific Steel Boiler having a radiating capacity of 15,175 sq. ft., including all necessary covering and pipe fittings.

I am also pleased to quote you a price of \$850.00 for furnishing and installing complete one #824 High-Test Tank Heater and one 1500 gallon steel storage Hot Water tank and one #801 Regulator with covering and all pipe connections complete.

These two units are to be installed in the above building located as directed by Mr. Smith, the architect.

Yours very truly,

JC:BCN

(Signed) A. E. Jack Cole

This communication quoting the cost of extending the heating system was received and filed.

Report of Entrance, Credits, Certification and Graduation Committee

Dr. Carr presented and read the report of the Committee on Entrance, Credits, Certification and Graduation, as follows:

January 3, 1936

To the Board of Regents
Murray State Teachers College

As per the duties assigned to the Committee on Entrance, Credits, Certification, and Graduation we report as follows:

We recommend that the COLLEGE CERTIFICATE of the person named below be renewed for life, as she has taught successfully for two and five-sixths years and has attended college for one-sixth of a year since her certificate was issued and has fulfilled all other requirements as set forth in the law.

Wright, Marian Wester

Yours truly,

Cleo Gillis Hester
J. W. Carr
A. M. Wolfson
Floy Robbins

Motion was made by Mr. Trevathan, and seconded by Mr. Stokes, that the report of the Committee be approved and the certificate be renewed as recommended. The roll was called on the adoption of this motion with the following result: Mr. Stokes, aye; Judge Gardner, aye; Mr. Trevathan, aye; Dr. Richmond, aye.

Paper Purchases Charged to Each Department

Next, Dr. Carr presented and read to the Board a communication, dated December 11, 1935, from Sam S. English, Executive Secretary of the Department of Finance and Budgetary Control, advising as follows: That, because the Paper Budget was exhausted, the Board of Finance and Budgetary Control had passed a resolution to borrow \$8,000.00 from the General Fund to take care of paper purchases, the cost of said paper purchases to be charged to each department, effective as of December 1, 1935.

This letter was received and filed.

Dr. J. W. Carr Authorized To Sign Dr. Richmond's Name to Checks

Dr. Richmond recommended that a motion be made and carried that Dr. J. W. Carr be authorized to sign his name (James H. Richmond) as President by him (J. W. Carr) to any checks and official documents during his absence from the office.

Motion was made by Mr. Stokes, and seconded by Mr. Trevathan, that Dr. J. W. Carr be authorized to sign all checks and other official papers for Dr. James H. Richmond during his absence. The roll was called on the adoption of this motion with the following result: Mr. Stokes, aye; Judge Gardner, aye; Mr. Trevathan, aye; Dr. Richmond, aye.

Martha Rice's Resignation Accepted

Next, Dr. Carr read to the Board a letter which he had received from Miss Martha Rice, requesting a leave of absence from her duties in the business office for six months beginning

January 1, 1936 and ending July 1, 1936, in order that she might go to Washington, D. C. He stated that this would involve a question of policy inasmuch as heretofore extended leaves of absence had been granted only to members of faculty for study toward advanced degrees or to take trips abroad, as has been the case in a few instances, but that a member of the administrative staff had not as yet been granted an extended leave, except for study.

Motion was made by Mr. Stokes that the Board of Regents accept the resignation of Miss Martha Rice, effective January 1, 1936. This motion was seconded by Mr. Trevathan and carried unanimously.

Administrative Staff in Business Office

Motion was made by Judge Gardner that, if it is found necessary to employ some one else to fill this position in the business office which was held by Miss Rice, that some one be employed at a salary not exceeding the one paid Miss Rice. This motion was seconded by Mr. Trevathan and carried unanimously.

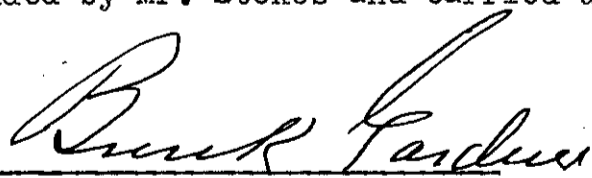
President's Term and Remuneration

Dr. Richmond called the attention of the Board of Regents to the fact that he was elected President to begin his duties on the 16th of September, 1935 and that he did not want to be contentious but that he wanted a clear understanding that his term of office would extend for a period of four years from the time he assumed the office and took up his duties and not four years from September 16, and that he be granted the same emoluments as other college presidents in this state which include the president's home furnished and equipped, and the water and light and other operating expenses borne by this Board.

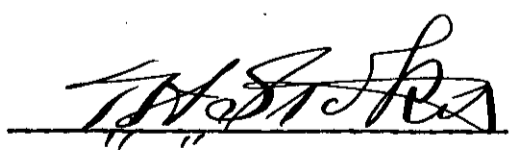
Reference was made to the minutes of September 9, 1935, at which time Dr. Richmond was elected President, and it was unanimously agreed that Dr. Richmond's term, according to the minutes of that date, technically, would extend for a period of four years from the date of his "qualification" (which Dr. Richmond announced at college chapel this morning would be one minute after twelve o'clock Monday, January 6, 1936, or immediately after he had completed his term as Superintendent of Public Instruction of the State of Kentucky and surrendered the keys to his successor, Mr. Harry W. Peters); and that his understanding concerning the president's home is correct.

Adjournment

Motion was made by Judge Gardner that the Board of Regents adjourn to meet again in the office of the President at the regular quarterly meeting date, second Monday in January, January 13, 1936, at 10:00 A. M. This motion was seconded by Mr. Stokes and carried unanimously.



Vice Chairman



Secretary