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Board of Regents, Murray State Normal School

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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

MAY 6, 1924.

Members Present

The Board of Regents of the Murray State Normal School met in the office of the President of the school in the High School building at 10:25 A. M. Present: McHenry Rhoads, Chairman, Mrs. Laurine Wells Lovett, T. H. Stokes, G. P. Thomas and James P. Wilson. Absent none.

Committee on Architect and Plans

A report was submitted to the Board by the Committee on Architect and Plans. This report was received and ordered made a part of the record. The report follows:

REPORT OF COMMITTEE ON ARCHITECT AND PLANS

Murray, Ky., May 6, 1924.

To the Board of Regents of Murray State Normal School,
Murray, Ky.

Honorable members:

Representatives of your Committee have visited Peabody College, Vanderbilt University, Ward-Belmont College, Fisk University in Nashville, and the John M. Atherton High School in Louisville. Conferences have been held with architects and with persons about architects. Various buildings and grounds have been inspected, and their equipment and furnishings observed and notes taken on same. Plans of college buildings of different sorts have also been examined. The expert on school house construction of the U. S. Bureau of Education, Dr. F. B. Dresler, has also been consulted. We report as follows:

1. That Olmsted Brothers, landscape architects of Brookline, Mass., be considered as the architects to lay out the campus, cost for their service not to exceed \$1000.00. We have invited their representative to appear before this Board for consultation.

2. We have no definite recommendation to make relative to the employment of an architect but we have invited Mr. W. E. Gore, the architect of the Murray High School to appear before this Board. We also have a letter from Mr. H. C. Hibbs of Nashville, which we present for your consideration. We also present the names of Joseph & Joseph, architects of the present Normal School building and T. C. & C. A. Webber, Cincinnati, Architects of the Eastern Kentucky State Normal School for your consideration.

3. We find that the services of Dr. Dresler, in an advisory capacity, can be obtained without cost to this Board other than his necessary traveling expenses. We recommend that Dr. Dressler be considered as a consultant on the planning of buildings and grounds.

4. A letter has been received from the Chairman of the Normal School Commission authorizing this Board to begin and carry on any improvements on the Normal School campus it deems advisable. A decision has also been rendered by the Attorney General to the effect that the law relative to the Millage tax for the support for the Murray State Normal School went into effect March 4, 1924. As all questions relative to the legality beginning a building program has been cleared away, we respectfully recommend that architects be employed and such other action taken as will enable this Board to begin the erection of buildings and the improvement of grounds at the earliest date possible.

Respectfully submitted,

...T. H. STOKES.....)
 ...J. F. WILSON.....) Committee.
 ...J. W. CARR.....)

Letter from Judge E. C. O'Rear, Chairman of the Normal School Commission

Letter from Judge E. C. O'Rear, relative to the use of the grounds and taking over the present building by the Board of Regents, was read and ordered spread in full on minutes. The letter follows:

April 19, 1924.

Mr. T. H. Stokes,
 Vice-Pres. Bd. of Regents,
 Murray State Normal School,
 Murray, Kentucky.

Dear Sir:

There can be no objection to your Board's entering upon the ground and beginning the work of building additional buildings which you may have in contemplation. You may regard this as ceding to you whatever authority might be technically lacking, due to the building now under construction under the supervision of the State Normal School Commission.

I think it would be advisable, if it could be done, for your Board to take over the entire situation, including the finishing of the building now under construction.

With best wishes,

Yours truly,

E. C. O'Rear
 Chairman Ky. State Normal
 School Commission.

ECO/LMT

Present Building

Moved by Mrs. Lovett, seconded by Mr. Stokes that the present building shall not be taken over until the building is entirely finished by the Commission. The Secretary of the Board is authorized to notify the Chairman of the Commission to that effect. Carried.

Memo for Architects

The President submitted the following memo for architects:

MEMO FOR ARCHITECTS
MURRAY STATE NORMAL SCHOOL

To the Board of Regents,
Murray, Ky.

Honorable members:

In order that architects may have some official data for preparing plans and specifications for laying out of the Murray State Normal School campus, and the time when each part of the improvements must be completed, I submit the following memorandum for your consideration:

1. Funds Available for Buildings and Improvements

A. For 1924 - 25

Specific appropriation for administration and
class room building.....\$150,000.00

Specific appropriation for furniture improve-
ment of grounds, sewer system and other improve-
ments..... 50,000.00

Probable amount available for buildings from
Millage tax..... 50,000.00

Total for 1924 - 26.....\$250,000.00

B. For 1925 - 26

Specific appropriation for women's dormitory.....\$150,000.00

Specific appropriation for equipment and
grounds..... 50,000.00

Probable amount available from Millage tax for
building purposes..... 50,000.00

Total for 1925 - 26.....\$250,000.00

Total for the next two years..... 500,000.00

2. Plans, sketches and Estimates Available

A. Plans and specifications of the present building.

B. Contour map of Campus showing elevations of different parts.

C. Pencil sketch showing tentative layout of grounds. This is
drawn to scale and shows exact size of campus.

D. Approximate estimate of cost of furniture, athletic field,
etc.

3. Probable Buildings and Other Improvements to be Considered in the
General Scheme

A. Buildings. (Dates indicate when to be erected)

- (1) Administration and class room building to contain about thirty
offices and class rooms in addition to gymnasium, library, suita-
ble rooms, boiler and fuel room (1924-25)

May 6, 1924.

To the Board of Regents of the Murray State Normal School,
Murray, Ky.

Gentlemen:

We will not exceed \$1000.00. We will make a thorough study of your problem and prepare a general plan showing location of all buildings, location of all walks and roads, planting areas, athletic field, parking area and all other elements of your physical plant.

We will also show lines for storm sewer water pipes, conduits, etc., and will give controlling grades for buildings, walks and athletic field.

Very truly yours,

Olmsted Brothers,

Per E. C. Whiting

We agree to complete the plan not later than July 1, 1924.

Moved by Mr. Stokes, seconded by Mrs. Lovett that we accept the proposition of Olmsted Brothers, Brookline, Mass., at a cost not to exceed \$1000.00. Carried.

Architect for Administration and Class Room Building

After a careful consideration of architects, it was ordered that a secret ballot be cast. The result of the ballot was the election of Mr. W. E. Gore of Louisville, Ky. Mr. Gore was notified of his election and on signifying his willingness to furnish any assistance desired in reference to the equipment of the present building was directed to send contract to President Carr.

Reading of Minutes

The minutes of the meetings, April 14, 1924, were read by Dr. Carr, and after correction, were approved by the Board.

Letter from Treasurer of State of Kentucky

The following letter from the Treasurer of the State of Kentucky, relative to the two banks of Murray acting jointly as Treasurer of the Board of Regents of the Murray State Normal School, was read.

May 1st, 1924.

First National Bank,
Murray, Kentucky.

Gentlemen:

Your letters with reference to depository for the Normal School in your town received upon my arrival here this morning.

The naming of this depository for the school is purely a matter left with the trustees, and whatever arrangement they may make will be satisfactory to me.

With regards, I am

Yours very truly,

D. B. Dishman,
Treasurer.

Letter received and ordered made a part of the minutes.

Proposition Relative to Treasurer

The following proposition was received from the banks of Murray, relative to acting jointly as Treasurer of the Board of Regents of the Murray State Normal School.

Murray, Kentucky
May 5, 1924

To the Board of Regents of Murray State Normal School,
Murray, Ky.

Honorable Members:

We, the undersigned, representative of the First National Bank, Murray, Kentucky, and the Bank of Murray, Murray, Kentucky, propose that the two banks act jointly as Treasurer of the Murray State Normal School.

If your Honorable Board sees fit to appoint the banks named above as Treasurer, we submit the following propositions:

First: To act as Treasurer of the school without any compensation. Second: To give such bond, make such reports, and keep the books as Treasurer in such manner as your Honorable Board prescribes. Third: To pay interest on daily balances at the rate of 2% per annum. Fourth: To receive any time warrants issued by the Treasurer of the State of Kentucky at par. Fifth: To make such loans as you may desire at the rate of 6% per annum. Sixth: To co-operate with your Honorable Board in every way possible to promote the best interest of the school.

We have a communication from the Honorable Ed B. Dishman, Treasurer of the State of Kentucky, stating that it is legal for the banks to act as Treasurer, and the choice is purely a matter of discretion on the part of the Board of Regents. We submit his letter with this proposition.

Very truly yours,

Bank of Murray, By J. E. Owen

T. H. Stokes, Cashier First Nat'l Bank.

Moved by Mrs. Lovett, seconded by Mr. Thomas that the Bank of Murray, Murray, Ky., and the First National Bank, Murray, Ky., be appointed as Treasurer of the Murray State Normal School. Carried.

The Chairman directed that the Secretary should send a letter to Mr. Ed B. Dishman, Treasurer of the State of Kentucky, notifying him that the banks named above had been appointed jointly as Treasurer of the Board of Regents of the Murray State Normal School. Carried.

Bond for Depositories

Moved by Mr. Stokes, seconded by Mr. Wilson, that if banks be required to make personal surety that the bond of each depository be fixed at \$50,000.00. Carried.

Nomination of Present Members of Faculty

The President submitted the following report and recommendations:

NOMINATION OF MEMBERS OF FACULTY

Murray, Ky., May 6, 1924.

To the Board of Regents,
Murray, Ky.

Honorable Members:

In accordance with the rules of this Board, I recommend the re-employment of each member of the present faculty. The name, date of employment and length of time of employment is as follows:

G. A. Murphey	Sec. to President Teacher of Penmanship	8/23/23	Pleasure of president	1800.00	150.00
Mary W. Moss	English and Adviser of Women	9/20/23	one year	2400.00	200.00
E. H. Smith	Mathematics	8/20/23	" "	2400.00	200.00
W. L. Caudill	Geography History and Adviser to Men	9/20/23	" "	2400.00	200.00
J. H. Hutchinson (part Time)	Education	9/20/23	" "	1800.00	150.00
Belle Walker	Science	10/1/23	" "	2000.00	166.66
Stella Pennington	Music and Art	10/1/23	" "	1800.00	150.00
I. H. Koffman	English History Athletics	10/1/23	" "	1800.00	150.00
Katherine Hodge	History and Politi- cal Science	2/1/24	Till 7/1/24	1800.00	150.00
Emma L. Carter	Education	2/1/24	One year	2000.00	166.66
Edward Filbeck	English Science	2/10/24	Till 7/1/24	2400.00	200.00

2.

In as much as this Board has not yet adopted a salary schedule, or fixed any maximum or minimum salaries, I recommend that the question of salaries in general be considered in committee of the whole.

3.

As each of the persons named above has rendered faithful and efficient service, I recommend that each be granted a liberal increase in salary ranging from \$200.00 to \$400.00. I am submitting with this communication a statement

concerning the education and experience of each. Each member of the faculty has expressed a desire to secure the master's degree at the earliest time possible.

4.

In case satisfactory arrangements are made for the use of the city schools for training purposes, I nominate J. H. Hutchinson for Director of Teacher Training, and recommend that this Board pay three fifths of his salary, provided that the amount paid by this Board does not exceed \$2400.00 for next school year.

In case the city schools are not used for training school purposes, and Mr. Hutchinson is employed on part time basis, I recommend that he be paid a sum not to exceed \$2000.00 provided he teaches as many as eighteen hours per week.

5.

In case Mr. Murphy is assigned to teach penmanship in addition to his duties as secretary to the president, I recommend that he be allowed \$400.00 extra for such service in addition to his salary as secretary.

6.

You will observe that teachers have been employed at different times for a period of one year. I believe that it is for the best interest of the school that contracts with all teachers expire at close of school year. I, therefore, recommend that each person recommended above be employed until June 30, 1925.

Respectfully submitted,

J. W. Carr,
President.

Postponement of Action of Election of Faculty

The report of the President was discussed at length, but the election of members of Faculty was postponed until the next meeting of the Board.

Adjournment

Moved by Mrs. Lovett, seconded by Mr. Wilson that we adjourn to meet again at 9:00 A. M., Friday, May 9, 1924. Carried.

McHenry Rhoads
Chairman

Laurine Wells Lovett
Secretary.