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Board of Regents, Murray State Normal School

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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

September 11, 1924.

The Board of Regents of the Murray State Normal School met in the office of the President of the school at 10:15 A. M., Vice Chairman T. H. Stokes presiding. Present: Mrs. Laurine Wells Lovett, James F. Wilson, Mr. G. P. Thomas and Mr. T. H. Stokes. Absent: Dr. McHenry Rhoads.

The minutes of the following dates were read and approved: July 3, 1924; July 17, 1924; July 24, 1924; July 31, 1924; August 12, 1924; August 27, 1924.

The Board recessed at 12:00 noon for luncheon.

The Board reconvened at 1:15 P. M. Members present same as forenoon session.

Report of President.

Sept. 11, 1924.

REPORT OF PRESIDENT

Honorable members Board of Regents:

I submit the following for your information and consideration:

1. Several contracts awarded by this Board are completed and bills presented for payment. Shall the President issue a warrant for each when he is satisfied the work is done satisfactorily or wait for formal approval of this Board?

2. Architect Gore presents a statement that Forbes is entitled to \$15,000.00 on account of material on ground and work completed prior to September 1, 1924. On presentation of such estimates should warrant be issued without formal action of Board?

3. In accordance with authority granted by this Board, Lamon Neale has been appointed temporary janitor, salary \$70.00 per calendar month, effective at noon August 28, 1924.

Owing to the amount of work necessary to be done before opening of school, and the delay caused by installation of equipment and construction of flue, I recommend that the President be authorized to employ such temporary help as may be necessary to get building in order at laborers' wages, \$3.00 per day.

4. After the removal of the office to the normal school building, it was found inadvisable to attempt to conduct the Book Store in the small room east of the front entrance. In arranging basement for lunch room, I have arranged for book store to be in basement and a small room just north of it to be used as a receiving room and janitors' work room. I recommend that my action be approved.

I have appointed Floyd Hall, a senior student to take charge of the book store, salary at rate of \$15.00 per month, effective after school begins. But there is considerable work to be done in order to remove and classify books preparatory to opening school. I recommend that he be employed prior to opening of school at laborers wages to do this work and to assist the janitor.

5. I wish to call attention to the fact that there soon will be about \$25,000.00 worth of equipment in the building which is not covered by insurance. I recommend that this property be insured.

6. In order that students may have the advantages of the "Thomas P. Norris Student Loan Fund" immediately, I recommend that, Vice Chairman, Thomas H. Stokes be made custodian of this fund, that he be authorized to make loans on personal notes at his discretion to any student of the Murray State Normal School to an amount not exceeding \$ 300.00 at the rate of six per cent per annum, for a period not exceeding six months, with privilege of renewal at maturity, provided the student is recommended by the President as being a satisfactory and worthy student, and also recommended by one or more citizens who is personally acquainted with the applicant as being trustworthy.

I further recommend that the custodian of the fund make reports, setting forth the condition of the fund and that the auditing committee audit his report the same as other financial reports are audited.

I also recommend that the custodian of fund give bond in the sum of \$ _____ for the faithful care of this "Student Loan Fund."

Very respectfully,

J. W. Carr,
President.

Report received and made a part of record and recommendations acted on separately.

Moved by Mr. Thomas, seconded by Mr. Wilson, That the President be authorized to pay Forbes Manufacturing Company, \$15,000.00, the first estimate on Administration building. Carried unanimously.

Moved by Thomas, seconded by Mr. Wilson, That the following claims be allowed and the President authorized to draw warrants for same.

Central School Supply Co., Louisville, Ky.	\$6450.42
Forbes Mfg. Co., Hopkinsville, Ky.	141.00
Forbes Mfg. Co., Hopkinsville, Ky.	145.84
Forbes Mfg. Co., Hopkinsville, Ky.	427.25
Howard D. Happy Co., Mayfield, Ky.	670.68
Howard D. Happy Co., Mayfield, Ky.	1980.00
Lyon Metallic Mfg. Co., Aurora, Ill.	2883.00
McLaughlin "The Music Man", Paducah, Ky.	1105.32
Forse Mfg. Co., Anderson, Ind.	319.36
Ed D. Hannan, Paducah, Ky.	471.40
N. O. Nelson Mfg. Co., Memphis, Tenn.	171.00
The Tribune-Democrat, Benton, Ky.	323.20
S. D. Dalbey Electric Co., Paducah, Ky.	124.00
Murray Public Schools, Murray, Ky.	572.14

Moved by Mr. Thomas, seconded by Mrs. Lovett, That item three (3) of the President's report be approved. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That item four (4) relative to book store be approved and recommendation adopted. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That item five (5) relating to the insurance of equipment be approved and adopted, and that Mr. Stokes be authorized to place a "binder" on this property until next meeting of Board. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That item six (6) relating to the Thomas P. Norris Student Loan Fund be approved and adopted; that Thomas H. Stokes

be made custodian of the fund, that his bond as custodian of the fund be \$10,000.00 and that all other provisions of the recommendation be carried out. Carried.

The Committee on certification and graduation submitted the following report:

September 10, 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:

Erastus Webb,	Provisional Elementary, Second Class.
Albateen Burton,	" " " "
Anna Hood,	College Elementary Certificate.

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Very truly yours,

J. W. Carr,)
J. H. Hutchinson) Committee.
J. G. Glasgow)

Moved by Mrs. Lovett, seconded by Mr. Thomas, That list of persons recommended for certificates 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.

Nomination of member of Faculty.

September 11, 1924.

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

Honorable Members:

I hereby recommend the appointment of Miss Susan Peffer as a teacher of English and, perhaps, other subjects in the Murray State Normal School, salary at the rate of \$2100.00 per calendar year, or \$175.00 per calendar month, effective September 20, 1924.

Very truly yours,

J. W. Carr,
President.

Moved by Mr. Thomas, seconded by Mr. Wilson, That Miss Susan Peffer be elected teacher of English and perhaps other subjects in the Murray State Normal School, salary at the rate of \$2100.00 per calendar year or \$175.00 per calendar month, effective September 20, 1924, term to expire June 30, 1925. Carried.

Moved by Mrs. Lovett, seconded by Mr. Thomas, That an auditing committee be appointed composed of Mr. Stokes, Mr. Wilson, and Mr. Thomas; that Mr. Stokes be the Chairman of this committee and that all checks issued be countersigned by him. Aye's, Mr. Wilson, Mrs. Lovett, Mr. Thomas. Nay's, none. Carried.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That Committee on Rules be continued and requested to make final report at the next meeting of the Board. Carried.

Report of Transportation Committee.

September 11, 1924.

Honorable Members of Board of Regents:

Your committee on transportation has received a proposition from the Murray Motor Company to operate a motor bus on a schedule, fare for single trip to students and members of faculty five cents, provided non-transferable student ticket books are purchased in advance, and provided further that the Board of Regents pay an additional cent for each student ticket so used.

In case student tickets are not used, it is understood that the cash fare will be ten cents and that the Board of Regents make no additional payment for such fares.

Your committee recommends that this proposition be accepted and that the President be authorized to draw a warrant monthly for transportation out of the "Student Fund" at the rate of one cent for each ticket presented and that the tickets be kept on file together with bills rendered for transportation.

Respectfully submitted,

J.W.CARR)
) Committee on Transportation.
 T.H.STOKES)

Moved by Mr. Wilson, seconded by Mr. Thomas, That report be adopted. Carried.

Report of Special Committee on Walks and Driveway.

September 11, 1924.

To the Board of Regents of Murray State Normal School,

Honorable Members:

Walks

After due consideration your committee deemed it advisable to award contract for walks, rather than purchase material and employ laborers to construct them. Your committee prepared specifications and sent notice to different contractors in Murray and neighboring cities asking for bids at 10:00 o'clock Tuesday morning, August 19, 1924. Two bids were received as follows:

Hood-Moore Lumber Company, Murray, Ky. 15¢ per sq. ft.
 Forbes Manufacturing Co., Hopkinsville, Ky. 20¢ per sq. ft.

The bid of the Hood-Moore Lumber Company being the lowest and best bid, the contract was awarded to that Company at 15¢ per sq. ft., Ohio River sand being used for finish. (For bids and specifications, see files)

The specification provided for a "wooden float" finish, but the committee decided to build the walk West of the building with a smooth, or trowel finish at sixteen cents per square foot.

After careful consideration the committee decided to make walks of different widths about the present building, in front of it to Main Street, and along the entire south side of the property, postponing the construction of other walks until a later date.

Streets and Driveways.

After due consideration, your committee decided to construct streets and driveways under the supervision of Mr. Con Frazier, by purchasing material and employing

laborers. Bids on gravel were received at 10:00 A. M., Saturday, August 16, 1924. Various bids were submitted on different kinds of creek and bank gravel. The Committee ordered the inspection of the gravel offered. The official inspection showed some gravel of inferior quality; also that some of the persons bidding did not have sufficient gravel to furnish amount required.

After receiving report of the inspectors of gravel, the Committee decided to use only the highest grade of creek gravel, free from soap stone, and to allow any bidder having such gravel to be allowed to supply a part of amount needed at \$1.10 per cubic yard. This is 10 cents lower than price paid by Forbes & Company for like gravel furnished them.

Deeds were received from Eugene Tarry and Pat Irvan for strip of land ten feet wide along the East side of normal campus, on condition that they be allowed the use of driveway or street when constructed along east side of property. A driveway eighteen feet wide is being constructed from Boulevard to Main Street. Provision is made for a sidewalk six feet wide on either side.

The roads and driveways are not yet completed. The laborers and gravel used are being paid for weekly on presentation of bills approved by Mr. Frazier.

Respectfully submitted,

J. W. CARR) Committee on
) Walks and
T. H. STOKES) Driveways.

Moved by Mr. Wilson, seconded by Mr. Thomas, That report be received, approved and made a matter of record. Carried.

Letter from Assistant Auditor, A. M. Edwards.

State of Kentucky
Office Auditor of Public Accounts
Frankfort

September 10, 1924.

Mr. J. W. Carr, Pres.,
Murray Normal School,
Murray, Ky.

Dear Sir:

It has become necessary under the provisions of Section 351a-1, Kentucky Statutes, to ask you to furnish itemized statements, salary lists and accounts filed by proper officials of your institution with the Auditor of Public Accounts for the fiscal year ending June 30, 1924, showing to whom and for what service, material or other things such amounts were paid.

The section further provides that you file voucher checks and receipts corresponding in number and amounts with such itemized statements, salary lists and accounts with the Auditor at the end of each year.

Trusting you will give this matter your prompt attention, I am

Yours very truly,

A. M. Edwards

Assistant Auditor.

W/CG

By common consent, the President was recommended to make necessary reports.

Letter of complaint received from Standard Sanitary Mfg. Company relative to the use of plumbing fixtures was presented to the Board. (See files for letter)

Moved by Mr. Thomas, seconded by Mrs. Lovett, that Mr. Wilson and Dr. Carr be appointed as a committee to investigate complaint referred to above. Carried.


Moved by Mr. Thomas, seconded by Mr. Wilson, That the State Auditor be requested to issue warrants on behalf of the Murray State Normal School in the respective sums of \$45,000.00 and \$25,000.00 each. \$45,000.00 to be charged against the appropriation in the budget bill for 1924-1925 for the construction of the Administration and Class Room building and \$25,000.00 or the remainder of the appropriation for grounds, charged against the appropriation in the budget bill in the same fiscal year for the construction of water and sewerage systems and equipment of buildings and improvement of grounds; that contracts have been awarded, bonds approved and the construction of buildings, sewerage and water systems are in process of completion and the funds are needed immediately for the payment thereof under contract. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That when we adjourn, we adjourn to meet September 23, 1924 at 10:00 A. M. in the office of the President of the school. Carried.

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



W. C. Chairman



Laurine Wells Lovett
Secretary