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Board of Regents, Murray State Normal School

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LUMBERJACK STATE NORMA School

MEMBERS PRESENT


Letter from Mr. H. E. Gore, Louisville, Ky.

May 8th - 1924.

Board of Regents,
State Normal School,
Lumby, Kentucky.

Gentlemen:

Then coming up on the train Tuesday night with Mr. Chiting, we talked over your proposition and he has several ideas in mind, none of which however, contemplate a companion building to the one now erected on your property.

Of course, this is not his official recommendation but we were both of the opinion that no feasible scheme could be secured on the basis of your former layout. We talked that over with Mr. Rhoades also and he seemed to consider it advisable to somewhat delay the preparation of preliminary sketches for the administration building until we can secure Mr. Chiting's recommendations.

Mr. Chiting will be in Louisville again in about 1 week or 2 and has assured me that he will probably have a tentative sketch in mind at that time, sufficient to take up with me so that I could proceed with this building.

However, as I had promised to have sketches to you immediately, I would not care to delay same without your authority but I feel sure that it would be much better to wait until we know exactly the location of this building, as I feel sure that you will be governed by the recommendations of Clinstead Brothers.

Will you please let me hear from you regarding this matter immediately?

Yours very truly

H. E. Gore

Adjourned.

Loved by Mr. Stokes, seconded by Mr. Thomas, that Mr. Gore's letter be made a part of the record and that Dr. Carr be instructed to notify Mr. Gore that his request for delay has been granted. Carried.

List of Applicants Read by President

The President read the complete list of applicants. For list see file for meeting of this date.

Consideration of the President's Nomination of Teachers

As unfinished business, the Board took up the President's nominations for members of the faculty.
Loved by Dr. Stokes, seconded by Mr. Thomas, that all teachers when elected when-elected be elected until June 30, 1925. Carried.

Loved by Mr. Thomas, seconded by Mrs. Lovett, that all increases in salary, unless otherwise limited, become effective at termination of present contract. Carried.

Loved by Mr. Wilson, seconded by Dr. Glasgow, that formal contract be entered into between persons elected and the Board of Regents, to be signed by persons elected and Vice-Chairman of the Board. Carried.

Election of Faculty

Loved by Dr. Stokes, seconded by Dr. Wilson, that G. A. Murphrey receive a salary of $2000.00 per year as Secretary to the President and $600.00 additional as teacher of penmanship. Carried.

Loved by Dr. Stokes, seconded by Dr. Randol, that G. A. Murphrey's increase in salary becomes effective July 1, 1924. Carried.

Loved by Mr. Thomas, seconded by Mr. Stokes, that Miss Mary W. Moss be granted a leave of absence from October 1, 1924 for nine months. Carried.

Mr. J. A. Glasgow having been nominated for membership in the Faculty by the President, it was moved by Mrs. Lovett, seconded by Mr. Thomas, that Dr. E. H. Smith be re-elected as a member of the Faculty at a salary at the rate of $2500.00 per year, and that J. G. Glasgow be elected a member of the Faculty at a salary at the rate of $2000.00 per year. Carried.

Loved by Dr. Stokes, seconded by Mrs. Lovett, that Mr. J. G. Glasgow's services begin June 9, 1924. Carried.

Loved by Dr. Stokes, seconded by Mrs. Lovett, that C. H. Caudill be re-elected as a member of the Faculty and Adviser of Men at a salary at the rate of $2500.00 per year. Carried.

Loved by Dr. Stokes, seconded by Dr. Wilson, that Mrs. Belle Walker be re-elected as a member of the Faculty at a salary at the rate of $2600.00 per year. Vote four to one. Carried.

Kansas 12:00 o'clock. Reconvened 1:10 o'clock. All present.

Mrs. Geneve Wells having been nominated by the President as teacher of instrumental music, it was moved by Dr. Stokes, seconded by Dr. Wilson, that Miss Geneve Wells be elected a member of the Faculty at a salary at the rate of $2200.00 per year. Carried.

Loved by Dr. Stokes, seconded by Dr. Wilson, that Miss Stella Pennington be re-elected as a member of the Faculty as teacher of music, drama and art at a salary at the rate of $2600.00 per year. Carried.

Loved by Dr. Thomas, seconded by Dr. Stokes, that I. H. Hoffman be re-elected as a member of the Faculty at a salary at the rate of $2500.00 per year. Carried.

Loved by Mrs. Lovett, seconded by Mr. Thomas, that Miss Katherine Cole be re-elected as a member of the Faculty at a salary at the rate of $2200.00 per year. Carried.

Loved by Mrs. Lovett, seconded by Mr. Stokes, that Miss Max L. Carter be re-elected as a member of the Faculty at a salary at the rate of $2500.00 per year. Increase in salary effective July 1, 1924. Carried.

Loved by Mr. Thomas, seconded by Dr. Wilson, that Edward Silbick be re-elected as a member of the Faculty at a salary at the rate of $2500.00 per year, effective July 1, 1924. Carried.

Report on Training School

The Committee on Training School made the following report:
To the Board of Regents of the Murray State Normal School,
Murray, Ky.

Honorable Members:

After consulting with the superintendent of schools of this city and some
of the members of the city board of education, your committee submitted a tem-
tative proposition to the city school board relative to the use of the city schools
for training school purposes. The President of the Normal School appeared before
the city board of education and explained the tentative proposition submitted to
them. The city board received the communication for further consideration. A
copy of the proposition is attached to this report.

It was not deemed advisable to take up the question of training school
facilities with the county board of education until after more definite
action had been taken by the city board of education. To make the following recomman-
dations:

1. That a training school be organized and conducted during the summer
session of the Normal School, the entire expense to be borne by this Board. This
will enable the city and county boards of education to familiarize themselves
with the operation of a training school.

2. That this Board advise this committee whether or not it approves the
tentative proposition submitted to the city board of education.

3. That this committee be continued and authority be given it to submit
any plans or plans for organizing and conducting a training school which it deems
advisable.

Respectfully submitted,

...A. W. GABB .............

...A. H. STOVES .............

For proposition, see files of this meeting.

Moved by Mr. Stokes, seconded by Mr. Thomas, That no institute in a train-
ing school during the summer session with not more than four teachers, including
June 9, 1924. Carried.

The President having read certifies that Dr. W. McAllister, now a member of the training
school faculty, it was moved by Mr. Thomas, seconded by Mr. Thomas, That the Dr.
W. McAllister be elected a member of the faculty, salary at the rate of 1000.00 per
year, effective June 9, 1924. Carried.

Moved by Mr. Stokes, seconded by Mr. Thomas, That election relative to the re-
election of Dr. J. H. Hutchinson be deferred until it has been ascertained whether
or not the city schools will be available as a training school for the Murray State
Normal School. Carried.

Report of the President

The President made the following report and recommendations:
REPORT OF PRESIDENT

HARRY, Ky., May 6, 1924.

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

Honorable Members:

I have the honor to submit the following report for your consideration:

Course of Study:

Before the opening of the first semester, the State Board of Education adopted in outline a course of study for the Murray and Lone Head Normal Schools. For understanding, I ask that each school should use the course for the present, making such minor changes and modifications as seem necessary to meet the local conditions in each school. I submit hereewith a copy of the course now in use in the Murray State Normal School with the following recommendations:

1. That the course be recognized as the official course of study until the revised course is adopted and adopted by this Board.

2. That at the earliest date possible the President be directed to take up the subject of the revision of the course with President Sinton of Lawrence and State Superintendent of Public Instruction and the Presidents of Murray and Lone Head normal schools shall prepare the course and submit it to the Board of Regents of each school for adoption or rejection.

Certification of Teachers:

The laws of 1924 prescribe the manner of granting certificates by the Regents of the Murray and Lone Head State Normal Schools. I recommend that this Board take necessary steps for carrying out the provisions of the law.

I further recommend that the necessary blank certificate be prepared, but this course be done until this Board has decided by whom the certificates are to be signed.

Respectfully,

[Signature]

Mr. Short

On April 22nd I visited Thomas E. Harris for the purpose of conveying to him our thanks for his liberal gift to the school. I found Mr. and Mrs. Harris greatly interested in the school. I gave them a description of the school as it is in 1924 of our plans for its development.

I told them of the suggestion which has been made, to refit the gym with a new floor and to be known as the Thomas E. Harris Student Loan Fund. I explained to them that such a fund would be of practical benefit to many worthy students and that the amount of the fund could increase from year to year. Mr. Harris seemed to think well of the plan, but said the matter was entirely in the hands of the Board of Regents. I recommend that Mr. and Mrs. Harris be invited to be the guests of the school sometime during the current month.

Official Seal

I recommend that the official seal of the Murray State Normal School shall be as follows: Between the concentric circles, there shall be inscribed the words,
"Lunary State Normal School, Huney, Kentucky." Within the inner circle shall be inscribed the heraldic shield of the Lunary family designed from the painting of the shield presented to the school. The cost would be about $16.00.

I further recommend that the seal be placed in care of the President of the school to be used only under his direction or the direction of the Board of Regents.

Library and Librarian

The financial report for April shows an unexpended balance in the treasury on May 1 of $10,695.66. I estimate that there will be an unexpended balance in the treasury at the close of the fiscal year of approximately $4000.00.

I, therefore, renew my recommendation that the purchase of library books be authorized, the amount of the purchase not to exceed $3000.00.

In order that these books may be properly selected and catalogued, I recommend that a librarian be appointed in the usual manner, effective from the date of entering upon her duties.

In order that the library books already purchased might be properly catalogued, I appointed Mrs. W. G. Landall temporarily to catalogue the books already received at $5.00 per day. I recommend that my action be approved and that Mrs. Landall be retained as cataloguer until the books already purchased are catalogued.

Stenographer

In accordance with a resolution adopted of this Board, I appointed Alice Hayes of this city, stenographer, salary at the rate of $100.00 per calendar month. The length of term of Miss Hayes is at the pleasure of the Board. She entered upon her duties regularly May 1, 1924. She worked three or four days prior to that time in order to assist us in an emergency.

I recommend that the employment of Miss Hayes be approved.

Field Work

One of the urgent needs of the school is an efficient worker in the field. I have accepted several invitations to deliver commencement addresses, but now number of the faculty should devote practically his entire time to field work from the close of this semester until the opening of school in the fall. I recommend that F. R. Smith be assigned to this duty during the interval between the close of the present semester and the opening of the first semester in September, and that he be required to devote his entire time to this work except the week allowed for vacation. I recommend that he be allowed his actual traveling expenses. Then he uses his own car, I recommend that he be allowed six cents per mile for distances actually traveled in discharge of official duties.

Purchase of Furniture and Supplies

It takes usually from sixty to ninety days to purchase and install school furniture and other equipment. In order that all things may be in readiness for opening the fall semester, I recommend that a date be set for receiving bids and awarding contracts for furniture, furnishings and other equipment and supplies.

I further recommend that the president be authorized to furnish lists to bidders and the rules prescribed by this Board for receiving bids and awarding contracts.

Catalogue

There are calls almost daily for catalogues of the school, but none have been printed. I recommend that the president be authorized to prepare a manuscript for a suitable catalogue, and when the revised course of study is approved by this Board that he be authorized to have 5000 copies printed.

I further recommend that the President be authorized to have the necessary circulars, and announcements printed for use of the school.
It is not necessary to receive bids for printing as it must be done by the State Printer. There are frequently many vacations, delays, hence the importance of preparing the manuscript promptly.

National Association of State Normal Schools

There is a national association of State Normal Schools, and this school has been invited to become a member. Annual dues $5.00. This is a worth while organization to which practically all State Normal Schools belong. I recommend that this school join the Association named above.

Meeting of National Education Association

The annual meeting of the National Education Association will be held in Washington, D. C., the first week in July. I respectfully request the privilege of attending this meeting on the same terms accorded to other state normal presidents of Kentucky.

Band and Orchestra Instruments

We have a small orchestra and have begun the organization of a band. We need to purchase some instruments at once. I recommend that the purchase of suitable instruments be considered provided the amount to be expended does not exceed $300.00— to be taken from student fund.

Emergencyishment...

We need an adding machine, additional filing cabinets, and some miscellaneous supplies for immediate use. The cost will not exceed $400.00. I recommend that the resident be authorized to purchase same.

Commencement Program

Friday, May 30. Final examination of Graduating Class.

Saturday, May 31
at 8:00 P. M. Faculty meeting.

Sunday, June 1
at 8:00 P. M. Baccalaureate sermon by Rev. L. L. Wilson, Superintendent of Graves County. "High School Auditorium.

Monday, June 2
at 8:00 A. M. Regular school work.
3:30 P. M. Formal School picnic in honor of Graduating Class on new Normal School campus.

Tuesday, June 3
at 8:00 A. M. Beginning of final examinations.
9:00 A. M. Meeting of Board of Regents.
9:00 A. M. Class Day Exercises in "High School Auditorium given by Class of 1924.
8:00 P. M. "Inscription of Class of 1924 by the Class of 1925. High School Building.

Thursday, June 4
at 10:00 A. M. Commencement Exercises. "High School Auditorium.
2:00 P. M. Formation of Alumni Association by Class of 1924.

Thursday, June 4
at 5:00 P. M. Collection of final examinations.
Friday, June 6
at 11:00 A.M.: Awarding of Teachers' Certificates and closing of semester.
2:00 P.M.: Beginning of registration for summer session.

Saturday, June 7
at 8:00 A.M.: Registration for summer session.

Monday, June 9
at 8:00 A.M.: Beginning of summer session.

Master Class of 1924
Mathieus Do., J. 
Tayna Pugmell
Laurna Carter
Irene French
Mary A. Fug
Margaret Tootridge
Donice Daughter
Florence Hume

Respectfully submitted,

J. W. Carr,
President.

For copy of course of study, see file of this meeting.

Moved by Mr. Wilson, seconded by Mr. Stokes, That the report he made a matter of record and that the recommendations be taken up separately for consideration. Carried.

Moved by Mr. Thomas, seconded by Mr. Stokes, That the recommendations of the president, relative to the course of study be approved. Carried.

Moved by Mr. Thomas, seconded by Mr. Stokes, That certificates be signed by President of the School, Secretary of the Board of Agents and approved by the State Superintendent of Public Instruction. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That Mr. and Mrs. Harris be invited to be guests of the school on Commencement Day, June 4, 1924. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, That the official seal recommended by the President be adopted and that he be authorized to procure official seal. Carried.

Moved by Mr. Stokes, seconded by Wilson, That we start a Library and that a sum not to exceed $3000.00 be authorized to be expended for library books. Carried.

Moved by Mr. Stokes, seconded by Mr. Thomas, That Mr. Carr appointment for librarian and that Miss Irene Greenway be elected librarian for the months at a salary of $100.00 per month. Carried.

Moved by Mr. Thomas, seconded by Mr. Stokes, That the action of the President in appointing Mrs. ... L. Cardell temporary cataloger of the library at $5.00 be approved. Carried.

Moved by Mr. Stokes, seconded by Mrs. Lovett, That the action of the President in the appointment of Miss Alice Hoyes, salary $100.00 per month, be approved, and that the term for her appointment be at the pleasure of the Board. Carried.
Moved by Mr. Thomas, seconded by Mr. Stokes, that on the afternoon of June 3, that the President or the school secure information concerning bids on school furniture. Carried.

Moved by Mrs. Lovett, seconded by Mr. Stokes, that a committee of two meet with Dr. Carr to formulate rules for receiving bids and awarding contracts. Committee appointed: Mr. Thomas, Mr. Stokes, and Dr. Carr. Carried.

Moved by Mr. Thomas, seconded by Mr. Wilson, that a catalogue of the school be prepared and printed. Carried.

Moved by Mr. Stokes, seconded by Mrs. Lovett, that an organization, National Association of State Normal Schools, annual dues, $5.00. Carried.

Moved by Mr. Stokes, seconded by Mr. Wilson, that Dr. Carr be granted the privilege of attending the National Education Association with expenses to be paid by the Board. Carried.

Moved by Mr. Stokes, seconded by Mrs. Lovett, that band and orchestral instruments be purchased not to exceed $600.00, and to be paid out of the regular fund. Carried.

Moved by Mr. Rosell, seconded by Mr. Stokes, that the program for Commencement week be approved in general and that the President be authorized to make such changes as he may deem necessary. Carried.

Moved by Mr. Wilson, seconded by Mr. Stokes, that an adding machine, filing cabinets and miscellaneous supplies be purchased for the office. Carried.

Moved by Mr. Rosell, seconded by Mrs. Lovett, that the roster of the graduating class of 1926 be approved and that advanced certificates be granted to each on the completion of the prescribed course of study. Carried.

Moved by Mr. Thomas, seconded by Mr. Thomas, that the President be granted power to have always to avoid from the grounds of the Normal School. Carried.

Layman

Moved by Mrs. Lovett, seconded by Mr. Stokes, that the student be given tickets to the State Normal Layman of six numbers. The President is authorized to make contract with those having. Carried.

Resolutions of the President of the Normal School

The following resolutions were read in open meeting of the Board:

Resolved by all members by these Presents, That First National Bank be principal of T. H. Stokes, Ben Lovett, E. B. Lashberry, R. H. Falwell, J. S. Burleson, J. W. Duke, W. H. Minter, H. B. Rea, and as sureties of the County of Callaway, State of Missouri, are held and firmly bound unto the Board of Regents of the Murray State Normal School, Normal Missouri, Callaway County in the sum of Fifty Thousand Dollars ($50,000.00) real and personal money of the United States, for the payment of which sum well and truly, to be held, we bind ourselves and our heirs, executors and administrators, jointly, severally and finally by these presents.

Laid on hand and signed this the 5th day of May, 1924. The condition of this obligation is such as, that whereas, the above bound are holders First National Bank on the 6th day of June, 1926, they elected to the office of Treasurer of the Board of Regents of the Murray State Normal School for the term of the years ending June 6, 1926, is about to assume the duties of said office, now if the said First National Bank shall well and truly perform the duties of Treasurer during its term of office and shall
safely keep and truly account for all moneys, goods and chattels and other things coming to his hands as such Treasurer during its term of office, and at the expiration of its term of office, shall pay over to its successor in office, or any other person duly authorized by said Board of Regents to receive the same, all moneys, goods and chattels and other things received by said hands as such Treasurer and not otherwise lawfully paid out, and shall deliver to its successor in office, or other persons appointed to receive same, all property, books, papers and other things in its hands belonging to said office, and shall at the expiration of its term of office, or otherwise if requested by the said Board of Regents, render a just and true account of its doings, as such, then this obligation to be void, otherwise to remain in full force, effect and virtue.

Ben E. Kays, President
T. H. Stobus, Cashier
T. H. Jones
J. H. Houston
J. W. Tate
J. H. Timney
Ben E. Kays
T. H. Stobus
J. D. Purdon
W. E. Lambercy

Approved this 9th day of May, 1924.

T. H. Stobus, V. O. Board of Regents.

Know all Men by these Presents, That Bank of Murray, as principal and J. L. Owen, Ben Croghan, D. Blaguid, W. J. Shaw, T. L. Morris, J. L. Mitchel and J. D. Johnston and the successors of the County of Calloway, State of Kentucky are held and firmly bound unto the Board of Regents of the Murray State Normal School, in the sum of fifty thousand dollars ($50,000.00) good and lawful money of the United States, for the payment of which sum well and truly to be paid, we bind ourselves and our heirs, executors and administrators, jointly, severally and firmly by these presents.

Witness our hand and seals, the 8th day of May, 1924. The condition of this obligation is such as, that whereas, the above bounden Bank of Murray was on the 5th day of May 1924 duly elected to the office of Treasurer of the Board of Regents of the Murray State Normal School for the term of two years ending May 6, 1926, is short to assume the duties of said office; now if the said Bank of Murray shall well and truly perform the duties of Treasurer during its term of office and shall well and truly account for all moneys, goods and chattels and other things coming to his hands as such Treasurer during its term of office, and at the expiration of its term of office, shall pay over to its successor in office, or any other person duly authorized by said Board of Regents to receive the same, all moneys, goods and chattels and other things received by said hands as such Treasurer and not otherwise lawfully paid out, and shall deliver to its successor in office, or other persons appointed to receive same, all property, books, papers and other things in its hands belonging to said office, and shall at the expiration of its term of office, or otherwise if requested by the said Board of Regents, render a just and true account of its doings, as such, then this obligation to be void, otherwise to remain in full force, effect and virtue.

Bank of Murray:
J. L. Owen, V. President.
Ben Croghan, Cashier
J. L. Owen
Ben Croghan
D. J. Olijuid
W. J. Shaw
T. L. Morris
J. D. Johnston
W. L. Mitchel

Approved this 9th day of May A. D. 1924

T. H. Stobus, V. O. Board of Regents.
Moved by Mr. Wilson, seconded by Mr. Thomas, That the Bonds of the two banks, Bank of Murray, Murray, Ky., and First National Bank, Murray, Ky., as Treasurer of the Murray State Normal School be accepted. The Secretary is authorized to notify the Treasurer of Kentucky of their appointment. Carried.

Moved by Mr. Wilson, seconded by Mr. Thomas, That the Vice Chairman of the Board of Regents, Mr. T. H. Stokes, be made Custodian of the bonds. Carried.

Adjournment

Board adjourned at 3:00 P. M. to meet again in Murray at 9:30 A. M., June 3, 1924.

Addenda

In approving the minutes as corrected June 23, 1924, the Board ordered that Mr. James F. Wilson be the custodian of bonds instead of Vice Chairman T. H. Stokes.