Edinboro, Pa. January 25, 1939

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Board Room at the College Wednesday, January 25, 1939 at 1:15 o'clock P. M.

Members present were Messrs. John B. Brooks, Ritchie T. Marsh, O. W. Renz, Mrs. Bertha Winter Mahoney and Miss Rowena MacBride.

Upon motion of Mrs. Mahoney, seconded by Dr. Renz, the minutes of the meeting held October 22, 1938 were approved as sent out and ordered placed on file.

Upon motion of Dr. Renz, seconded by Miss MacBirde, the Board ratified the payment of bills amounting to \$16,411.86.

October		
Dep't. of P. & S. Pur. Fund	Paper & printing	8.83
Erie Engraving Company	Half tones & line cuts	131.81
Edward Eichenlaub	Meat	5.74
C. Wilbur Billings	Ice, sand, & gravel	25.57
Boston Store	Instructional supplies	9.23
Darmstaetter's	11 11	5.76
A. W. Dice Company	n n	38.42
Erie Mrg. & Supply Company	Power House supplies	2.27
Ream's	Instructional supplies	2.70
Reinhold Pharmacy	Infirmary supplies	2.00
Shenk & Tittle	Instructional supplies	125.49
J. H. Weil & Company	Library supplies	1.48
Atlantic Refining Company	Gasoline & oil	4.08
Lee Tire & Rubber Company	Automobile tires	18.22
Pennsylvania Telephone Corp.		
Armor Electric Mig. Company		38.18
C. F. Burkhardt	Repairs to dishwasher	11.15
Joseph Nicosia	Tuning & repairing pianos	32,25
Pennsylvania Casualty Co.	Tuning pianos	6.00
	Insurance on station wagon	12.50
Poehlman's Key Shop	Making keys	75ء
Baker and Taylor Company	Library books	250.91
Corry-Jamestown Mrg. Corp.	Steel shelving & counter	632.23
Geographical Publishing Co.	Library books	12.50
Peerless Steal Equip. Co.	Filing cabinets	142.04
Armour and Company	Soap chips, butter, eggs	75.30
C. A. Curtze	Groceries	14.75
Erie Farm Products Co.	Frozen spinach & peas	22.80
Firch Baking Company	Bread	12.92
S. M. Flickinger Company	Groceries	7.23
Sanitary Farms Dairy	Cottage cheese & buttermilk	
Schaffner Brothers Co.	Meat	75.90
Swift & Company	Meat	28.77
Union Fruit & Produce Co.	Fruit & produce	21.20
United Fruit & Produce Co.	Radishes	1.60
G. U. Hopkins	Instructional supplies	.55
National Carbon Co., Inc.	Prestone	4.00
Park Motor Company	Repairs to station wagon	2.80
Zortman Flour & Feed Co.	Coal	10.00
Artex Prints, Inc.	Instructional equipment	37.13
Dep't. of Welfare- P. L. D.	Coffee & office tables	112.80
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Boyd & Schafer Plaster & pipe 6.12 Cotterel Company Library supplies .72			
Cotterel Company Library supplies .72			
	Cotterel Company		
	Electrolux Corporation	Hose insulators	1.30

Erie Hardware Co., Inc.	Washers	1.80
Erie Window Glass Co.	Paste & crude oil	.95
E. T. Freeman	Stone	5.00
Gen. Elec. Supply Corp.	Switches	.62
C. A. Gregory Company	Instructional supplies	1.17
Palace Hardware House	Cork washers	1.01
P. Peiffer & Company	Rubber brayers	5.40
C. Jay Christensen	Traveling expenses	62.84
Chas. W. Ellenberger	11 11	10.25
Royce R. Mallory	11 11	18.64
E. Leigh Mudge	" "	15.63
W. V. Zahniser	" "	10.30
Atlantic Refining Co.	Gasoline & oil	6.69
Swaney Chevrolet Sales	Repairs to truck	10.31
Postal Telegraph-Cable Co.	Telegram	.64
Johnson Service Company	Repair thermostats-L. H.	6.80
Donahue Bros. Insurance	Boiler insurance	21.50
Armour & Company	Compound	5.30
N. Brittingham & Sons	Hand sprayers	1.20
	Squeeges	1.98
Brown, Inc. C. A. Curtze Company	Flour	14.90
		36.27
Erie County Milk Ass'n. Erie Farm Products Co.	Ice cream	12.20
	Frozen peas & cheese Bread	20.71
Firsh Baking Co.		
Jacob Haller Company	Flour & groceries	105.35
Roy Kahne Sam Katowetz & Sons	Galvanized bushel baskets	2.88
	Fruit & produce	11.90
Frank Lieuer	Bread	21.60
Loos & Dilworth, Inc.	Zerone	4.80
Schaffner Bros. Company	Turkeys	70.80
Schenck's	Potato ships	3.00
Swift & Company	Meat & butter	47.66
Sybrant & Case	Oysters	8.20
United Fruit & Produce Co.	Produce	7.15
City Market	Steak	.93
Boyd & Schafer	Lime	19.00
Cooper's	Enamel	.35
Educational Test Bureau	Instructional supplies	22.63
H. A. Gable Company	G4	5.60
Brady Skelton	Stone	1.50
Carroll Atkinson	Traveling expenses	25.90
C. W. Ellenberger	" "	8.35
F. S. Heinaman		10.00
Royce R. Mallory		18.64
E. Leigh Mudge		27.46
Evelyn J. Strohecker		8.00
American Chain & Cable Co.	Chains for station wagon	3.18
Park Motor Company	Repairs to station wagon	2.25
Penn'a. Telephone Corp.	Service & tolls	64.79
Highland Fuel Company	Coal	769.31
J. E. Ball	Repairs to plumbing	204.56
Will E. Klie	Labor	42.50
Gust Krack & Son, Inc.	Roof repairs	613.28
State Workmen's Insurance Fu	nd Insurance	49.07
Baker & Taylor Company	Library book	1.69
Business Supply Co.	Electric clocks	65.25
Cromaine Crafts	Hand looms	20.00
Dauphin Electrical Supplies	Electric flat iron	4.50
Denoyer-Geppert Company	Instructional equipment	43.32
		West Williams

Richard DuPree Company	Instructional equipment	20.00
Dep't. of Welfare- P. L. D.	Coffee	13.50
Electrolux Corporation	Expello	9.00
Erie County Milk Ass'n.	Ice cream	17.20
Erie Mop & Wringer Co.	Mop sticks	2.04
S. M. Flickinger Co., Inc.	Sugar, corn flakes	32.90
Francis H. Leggett & Co.	Pepper	1.20
Frank Liemer	Bread	8.62
Red & White	Groceries	21.00
Sanitary Farms Dairy	Buttermilk & cottage cheese	
Schenckts	Potato chips	3.00
N. E. Schruers	Milk & cream	149.09
Sinclair Refining Co.	Gascline	52.77
Felix Spatola & Sons	Canned goods	37.78
Swift & Company	Meat, compound, cheese	106.78
Sybrant & Case	Turkey	2.85
Union Fruit & Produce Co.	Fruit & produce	16.90
December	21 al v as produce	10.50
Penn'a. Electric Company	Electric service	329.93
Penn'a. State Ed. Ass'n.	Advertising	
Dep't. of Welfare-P. L. D.		89.28
Times Tribune Company	Printing, envelopes, settees	
Arabol Mrg. Company	Zinc etching	2.41
W.A. Case & Son Mrg. Co.	Instructional supplies	64.80
Droke Headware Company	Pipe	4.63
Drake Hardware Company	Radiator valve	1.50
Erie Window Glass Co.	Paint & stain	4.81
Palace Hardware House	Hardware	10.73
Reinhold Pharmacy	Infirmary supplies	1.15
D. C. Sullivan Company	Candles	9.36
C. Jay Christensen	Traveling expenses	71.12
C. C. Crawford	" "	43.80
B. R. Harrison	" "	25.25
Sarah Pettit	" "	13.52
C. Frances Whitney	" "	18.38
W. V. Zahniser	" "	22.80
Scheidemantel Service Sta.	Tube & repair to tube	4.80
Swaney Chevrolet Sales	Repairs to truck	2.75
Bell Telephone Co. of Pa.	Advertising (standard	.75
Joseph F. Brown	Repairs to campus lighting	9.75
Erie Mfg. & Supply Co.	Repair hoist - Power House	52.44
Joseph Nicosia	Repairs to victrolas	8.50
Penn'a. State College	Laundry field service fee	12.50
Baker & Taylor Co.	Library book	1.25
Victor V. Clad Co.	Food chipper	55.00
A. H. Altschul	Yarn floor dusters	5.25
Armour & Company	Butter, compound, meat	39.57
Beacon Wiper Supply Co.	Cheesecloth	9.46
C. F. Bonsor & Co.	Tea	1.87
Charley Brothers	Salad oil & grape juice	22.60
C. A. Curtze	Groceries	6.05
Donaldson Paper Co.	Paper towels	23.00
Erie Farm Products	Butter, cheese, vegetables	53.92
Erie Fish Co.	Fish	19.40
Firch Baking Co.	Bread	22.10
S. M. Flickinger Co.	Groceries	17.35
Gilbert Spruance Co.	Putty	
Jacob Haller Company	Rice	4.30 3.85
F. W. Hoffman & Co.		
Z - W HOLLMan to OO.	Burlap bags	9.60

Hygrade Sylvania Corp.	Lamp bulbs	32.28
Sam Katowetz & Sons	Cider	3.00
Frank Liemer	Bread	19.23
National Peanut Corp.	Nuts	12.50
Red and White	Groceries, eggs	85.92
Schenck's	Potato chips	3.00
Seeman Brothers, Inc.	Canned lima beans	18.75
Swift & Company	Meat, butter, cheese	173.29
Sybrant & Case	Oysters	6.15
Union Fruit & Produce Co.	Fruit & produce	39.53
United Fruit & Produce Co.	Fruit & produce	7.67
Wally Turkey Farm	Turkey	112.85
Yawman & Erbe Mfg. Co.	Folders	8.21
Dep't. of Welfare-P. L. D.	Supplement to Sept. issue	0.21
	of catalogue	19 00
Remington Rand, Inc.	Library supplies	13.77
H. W. Wilson Company	Tibrary subcardations	8.46
Edward Eichenlaub	Library subscriptions Meat	70.95
C. Wilbur Billings		6.38
Business Supply Co.	Sand, gravel, potatoes, squas	
Colorado State Col. of Ed.	Library paste	1.03
Coopers	Instructional supplies	35.40
	Putty	.50
Erie Window Glass Co.	Chrome Yellow	.49
D. C. Heath & Co.	Instructional supplies	2.42
Houghton Mifflin Co.	11 11	.61
Jolleys Pharmacy	Flashlight batteries	1.00
M.E. Jones Hardware Co.	Instructional supplies	2.52
Keystone View Company	" "	3.65
MacMillan Company	" "	2.39
Charles E. Merrill Co.	" "	3.91
Milloy Lumber Company	Portland Cement	58.00
Plymouth Press	Instructional supplies	11.69
L. Fress & Co.	Tarpaulin	9.60
Pub. Sch. Publishing Co.	Instructional supplies	10.08
Reams	Transparent adhesive tape	2.34
Charles Sherman	Stone	10.00
Southern Cal. Sch. Book Dep.	Instructional supplies	8.09
webster Fublishing Co.	11 11	6.15
John C. Winston Company	" "	2.94
Atlantic Refining Company	Gasoline	9.12
Park Motor Company	Repairs to Station Wagon	2.75
Socony-Vacuum Oil Company	Gasoline	3.46
Henry Althof's Sons	Iron Window Guard (standard	35.00
Joe F. Brown	Repairs to Campus light	3.13
Clarence C. French	" " stop watch	3.50
J. N. Wilson Company	Moving building	150.00
American Ed. Press	Books for reading clinic	25.05
Little, Brown & Company	" " " "	5.54
Noble and Noble Publishers	11 11 11 11	9.50
Society for Visual Education	Film slides	6.00
Teachers College, Columbis U.	Books for reading clinic	21.65
Visual Sciences	Film strips	17.50
C. F. Bonsor & Co.	Tea	1.87
Dep't. of Welfare- P. L. D.	Coffee	13.50
Erie Farm Products	Frozen fruit & vegetables	
	Bread	16.46
Industrial Paint Co.	Varnish	12.34
Frank Liemer	Bread	5.28
Pulakos		7.14
	Mints	5.60

Red and White	Oranges & lemons		3.63
Sanitary Farms Dairy	Cottage cheese,		7.05
N. E. Schruers	Milk and cream		119.39
United Fruit & Produce Co.	Fruit		1.50
Wally Turkey Farm	Turkey		
Pa. State Sch. Dir. Ass'h.	Advantiaina		9.71
Walde P Deter To	Advertising		3.88
Waldo F. Bates, Jr.	Traveling Expens	es	28.00
John B. Brooks	" "		32.45
Charles W. Ellenberger	" "		6.25
F. S. Heinaman	11 11		8.19
Rowena MacBride	11 11		7.00
E. Leigh Mudge	11 11		15.51
Sarah Pettit	11 12		14.20
Carmon Ross			27.75
W. V. Zahniser	11 11		21.60
Pa. Telephone Corp.	Service & tolls		60 60
Craig Oil Company	Thel oil-		39.50
Highland Fuel Company	Con?		000.00
Frideen Memorial Studie	Donata at an an a		,097.66
T W Benedicter Tre	Repair sign on h	ormal H.	100.33
J. M. Denzinger, ind.	Rental of mixer		7.75
J. N. Wilson Company	Moving building		275.00
Craig Oil Company Highland Fuel Company Ericson Memorial Studio J. M. Benzinger, Inc. J. N. Wilson Company Volkwein Bros. Inc.	Music stands		22.00
e cittle y			
Penn'a. Electric Co.	Service		353.07
Erie Engraving Co.	Half tones & lin	e cuts	4.24
City Market	Meat		.93
Red & White	Groceries		19.28
Mrs. T. A. Sheets	Fruit cake		2.25
Sybrant & Case		ione	
Bechtel, Lutz & Jost, Inc.	Meat, cheese, on Glassware	10118	1.85
Boston Store			4.79
	Water glasses		18.00
Devoe & Raynolds Co.	Art supplies		10.77
Erie Window Glass Co.	Wood stain	1000	.94
Roy Kahne	Instructional su	pplies	4.80
Reystone View Company	**	" &equi	p.70.05
Milloy Lumber Company	"	"	24.40
Phillips & Jacobs	"	**	12.00
Shenk & Tittle	17	17	3.00
F. Weber Company	"	**	10.00
Whiterock Quarries	Plant lime		36.50
Carroll Atkinson	Traveling Expens	es	22.20
C. Jay Christensen	11 11		42.82
C. Frances Whitney	11 11		11.78
Atlantic Refining Company	Gasoline & oil		
Borough of Edinboro, Water I	Denit Weter no	n +	12.68
Clougherty-Hilbert Co.	Popular to oil b	11.6	229.70
Kelly Studios	Repairs to oil b	urner	10.00
	C " Illm	machine	4.00
L. Vincent Metz	Services of surv	ey corps	250.88
Robert M. Randall	Labor - painting		3.75
Electrolux Corporation	Repairs to clean		4.20
Paul V. Dunkelberger	Insurance on tru		12.50
State Workmen's Insurance Fu	und Compensation	ánsurance	40.74
Denoyer-Geppert Company	Instructional eq	uipment	35.25
Foster Bros. Mfg. Co.	Beds & springs	- m Princett 6	123.60
Armour & Company	Meat & butter		106.09
C. F. Bonsor & Co., Inc.	Cocoa		
N. Brittingham & Sons			3.44
	Sand paper		2.23
Erie Farm Products Co.	Butter, frozen v	egetables	31.28

Erie Fish Company	Fish	10.10
Firch Baking Company	Bread	17.70
Graybar Electric Company	Fuse links	1.24
Jacob Haller Company	Groceries	42.70
		100 100 100 100 100 100
Harrisburg Stencil Works	Blotting paper	1.23
Sam Katowetz & Sons	Fruit & produce	45.33
Keystone Wiper & Supply Co.	Wiping rags	9.61
Lake Shore Ice Gream Co.	Ice cream	15.63
Frank Liemer	Bread	15.82
National Biscuit Company	Crackers	8.57
Schaffner Bros. Co.	Meat	29.84
Swift & Company	Meat	55.63
Union Fruit & Froduce Co.	Fruit & produce	22.70
West Disinfecting Company	Floor wax	42.70
Erie Paper Company	Corrugated card board	5.00
Mayfair Agency	Magazine subscriptions	276.85
Coopers	Flashlight	.80
Industrial Garment Co.	Toweling	5.78
Milloy Lumber Company	Door	15.00
Winter Company	Instructional supplies	2.85
C. C. Grawford	Traveling Expenses	14.70
Royce R. Mallory	TIGAGINE EXPENSES	
Park Motor Company	Develop to Station Wasser	10.92
Swancy Chevrolet Sales	Repairs to Station Wagon	2.75
	Truck	.56
Pa. Telephone Corp.	Tolls	9.84
Bell Telephone Co. of Pa.	Advertising	.75
L. Vincent Metz	Services of survey corps	74.40
C. Wilbur Billings	" " truck & team	101.25
William Dixon, Inc.	Instr. supplies & equip.	49.53
Dep't. of Welfare- P. L. D.	Coffee	13.50
Firch Baking Company	Breed	10.23
Garlock Packing Company	Manhole gaskets	21.80
N. M. Holden Company	Sand paper	6.29
Louis Lehrman & Son	Tomato juice	5.60
Frank Liemer	Bread	7.56
Swift & Company	Meat, butter	110.44
Palace Hardware House	Kitchen supplies	8.64
	OR STORY OF THE ST	

Total \$16,411.86

Upon motion of Dr. Renz, seconded by Miss MacBride, the Board voted to have resolutions of respect drawn up and sent to the family of the late F. A. Loveland. The following was sent.

January 30, 1939

Mrs. F. A. Loveland, Corry, Pa.

My dear Mrs. Loveland:

The Board of Trustees at its last meeting on January 25 instructed me to write to you concerning the death of Mr. Loveland who had served this institution as a trustee for a period of twenty-five years.

During the past three years in which the present members of the Board had served with Mr. Loveland, all the members had learned to appreciate Mr. Loveland. They realized that Mr.

Loveland's every interest and thought were for the college. He always took a broad point of view of every question that came up. He was fair minded, courteous, and at all times sympathetic to the other person's point of view. The Board depended much upon his judgment in all decisions. Members of the Board want me to express to you how deeply they shall miss Mr. Loveland's present and service. His beautiful character, his generous attitude, and his keen interest in everything civic and educational had made a profound impression upon all the members.

The Board wants me to convey to you their deep sympathy. You have lost a wonderful life mate, and the entire section of Northwestern Pennsylvania has lost a civic minded citizen whose interests covered every phase of the cultural life.

Very sincerely yours,

CR:E

Carmon Ross, Fresident STATE TEACHERS COLLEGE AT EDINEORO

Dr. Ross explained in detail the following Agenda:

## Part A

- I. Reading of Minutes
- II. Presenting Warranted Bills
- III. Death of Mr. Loveland
- IV. Status of Present Board
  - V. Miscellaneous

## Part B - President's Report

- I. Condition of the College
  - A. Professional work
  - B. Physical plant
  - C. Student body
  - D. Mid-year graduation (9)
- II. The Case of Ralph Hardman, Fireman
- III. Enrollment

Bloomsburg     641     675     24     4       California     592     653     61     10.3       Cheyney     153     165     12     8       Clarion     200     261     61     30	ıt
California 592 653 61 10.3 Cheyney 153 165 12 8	
Cheyney 153 165 12 8	
01	
Clarion 200 261 61 30	
East Stroudsburg 510 487 -23 -4.5	
Edinboro 240 292 52 22	
Indiana 1168 1311 143 12.2	
Kutztown 456 492 36 7	
Lock Haven 362 383 21 6	
Mansfield 564 556 -8 -1.4	
Millersville 492 507 15 3	
Shippensburg 436 483 47 10.8	
Slippery Rock 544 553 9 1.6	
West Chester 1320 1549 229 17	
Total 7678 8357 679 8.7	

Prospects for the Second Semester

IV. Status of New Buildings and Equipment

A. Letter from Dr. Ade and reply B. Letter to Meyers and Johnson

C. The situation regarding equipment (see Categories A, B, C, D)

V. Request for Affecting Economies

A. Personnel

B. Equipment and materials

- C. Possible sources--Letter to Dr. Ade VI. Budgets and Appropriations for 1939-41
  - A. Concerted and intelligent action on part of all Boards of Trustees
  - B. Attempts will be made to "cut" necessary funds for Teachers Colleges

VII. Urgent Repairs and Replacements Needed

- A. Laundry equipment
- B. Furniture for Reeder Hall

C. Refrigeration plant -- authorize plans, etc.

D. Master clock and program system in college buildings E. Emergency lighting system in Reeder, Haven, Old Gymnasium (funds available) Authorize plans and advertise for bids when finally approved

F. Completion of new floors in Haven Hall

G. Campus improvements on account of the new buildings -- athletic field, tennis courts, roads, walks, curbing

H. Rewiring of Music Hall VIII. Disposition of Old Buildings

A. Harned House

B. Recitation Hall

C. Power Plant

D. Shop

TX. Rating of the College in the American Association of Teachers Colleges. Where improvement is most urgent X. Contracts with School Districts of Erie and Edinboro

Upon motion of Miss MacBride, seconded by Mr. Marsh, the following refunds were approved.

Anna Louise Myers \$10.00 - Contingent Fee Louise Ingraham 10.00 - Contingent Fee William Moeller 8.00 - Contingent Fee

Dr. Ross, at this time, asked the Board if it was still their wish that Mr. Harrison be notified that his services would not be needed after May 31, 1939. The Board agreed that Dr. Ross should send the notice at the proper time.

The work of Miss Strohecker, as Dean of Women, was discussed and upon motion of Mrs. Mahoney, seconded by Mr. Marsh, Dr. Ross was authorized to look for another Dean of Women and to use Miss Strohecker in some other position if possible.

Upon motion of Mrs. Mahoney, seconded by Dr. Renz, the Board approved for graduation, the following students:

January 21, 1939 Bachelor of Science in Education Kathryn Cochanides Helen Cuthbert Arden Davies

Daniel Jackish Ruth McFadden Jack Neigenfind

Robert Scarpitti

Bachelor of Science in Public School Art

Hazel Cook

Conrad Frimavera

Upon motion of Mr. Marsh, seconded by Mrs. Mahoney, the Board suspended Ralph Hardman until June 1, 1959.

Upon motion of Mr. Marsh, seconded by Dr. Renz, the Board approved the letter of January 23, 1959, written by Dr. Ross to Dr. Ade.

Upon motion of Mrs. Mahoney, seconded by Mr. Marsh, the Board voted to have the architect proceed with plans and specifications for remodeling the Refrigeration Plant.

Upon motion of Mrs. Mahoney, seconded by Mr. Marsh, the meeting was adjourned.

Respectfully submitted,

Kathenine W Sallu

Katherine H. Sallee Secretary