

Edinboro, Pa.  
January 29, 1936

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Chamber of Commerce Rooms, Erie, Pennsylvania, Wednesday, January 29, 1936 at 10:00 o'clock, C. C. Eaton, Chairman, presiding.

Members present were Messrs. C. C. Eaton, F. A. Loveland, Judge McLaughrey, Mrs. Mabel M. Burton and Mrs. Helen Schluraff.

Upon motion of Mrs. Burton, seconded by Mrs. Schluraff, the minutes of the meeting held November 20, 1935 were approved and ordered placed on file.

Upon motion of Mr. Loveland, seconded by Mrs. Burton, bills amounting to \$7,211.82 were approved for payment.

W. Bodek Corporation	Toweling	6.38
Cooper Swift Company	Paint & crayon	6.10
Cusack Hardware Company	Picks	6.22
William Dixon, Inc.	Instructional supplies	4.80
Demco Library Supplies	Library supplies	11.35
Dep't. Welfare-Prison Labor	Toweling	4.50
H. L. Kent, Inc.	Shovels	11.40
Laboratory Materials Co.	Instructional supplies	15.77
Logan Gregg Hardware Co.	Pick handles	2.67
Marietta Apparatus Co.	Instructional supplies	10.23
Perry Lumber & Supply Co.	" "	11.52
C. C. Crawford	Traveling expenses	18.75
Alfred J. Haller	" "	7.00
Frank LaBounty	" "	20.00
Royce R. Mallory	" "	22.00
Atlantic Refining Co.	Gasoline & motor oil	2.88
Electrical Equipment Co.	Repairs to electric range	1.50
Gust Krack & Son, Inc.	Rep. gutter-Normal Hall	257.85
J. H. Petre	Tune & repair organ	18.00
Julius C. Poehlman	Making keys	4.25
Denoyer-Geppert Company	Instructional equipment	22.40
J. P. Lilley	" "	98.10
Andrews Paper House of York	Office Supplies	.80
N. Brittingham & Sons	Brooms	4.92
Cotterel Company	Filing equipment	11.69
Crandall Packing Co.	Packing	17.95
M. J. Earl	Paper napkins	5.80
Independent Wall Paper Co.	Paint	11.88
Roy Kahne	Window brushes	3.90
Office Equipment Company	Mimeo ink	6.00
Jolleys Pharmacy	Ice cream	2.20
Red & White Stores	Groceries	9.96
B. E. Darrow	Door and corner board	6.04
Mabel M. Burton	Traveling expenses	2.00
J. K. Earp	" "	20.40
Carmon Ross	" "	70.00
E. C. Stillings	" "	4.80
Bloss & Schauble	Repairs to fire alarm	26.86
Gust Krack & Son, Inc.	Erecting stack-Boiler	
	Shop & repairing stove	
	pipes-Servants Dorm	52.71

Armour & Company	Meat & butter	100.92
C. Wilbur Billings	Potatoes	30.00
Cotterel Company	Waste baskets	5.40
Erie Dairy Products Co.	Cottage cheese	3.00
Erie Farm Products Co.	Cheese	8.27
Erie Fish Company	Fish	9.00
Firch Baking Company	Bread & yeast	10.90
Jacob Haller Company	Groceries	5.95
Hock Paint & Chemical Works	Paint	14.70
Sam Katowitz & Sons	Produce	6.38
Lake Shore Ice Cream Co.	Ice cream	10.00
Frank Liemer	Bread	13.60
Loblaw Groceterias	Coffee	9.40
Price Brothers	Chili sauce	8.00
Schaffner Bros. Company	Meat	9.56
Swift & Company	Meat	83.45
Sybrant & Case	Meat and eggs	112.47
United Fruit & Produce Co.	Produce	27.10
Austin Company	Galvanized metal	4.14
Gaylord Bros., Inc.	Library Supplies (system	34.63
General Electric Supply Co.	Repairs to fire alarm	17.28
Wm. Johnston Company	Paper fastener	1.80
David Linzer & Sons	Paint brushes	22.38
L. R. Maxon	Office supplies	8.50
Palace Hardware House	Floor scrapers	2.00
Sherritt Flag Company	Flag	6.40
Skinner Engine Company	Making piston ring & polishing cylinder	15.00
H. N. Thayer Company	Repairs to laundry truck	3.50
Wittich's Musical Shop	Instructional supplies	6.13
Joseph Woodwell Company	Corbin padlocks	21.00
E. A. Wright Company	Diplomas	10.32
Zindel & Stauffer	Hardware	4.99
Hazel Mae Ketcham	Traveling expenses	9.75
Florence May Kunkel	" "	17.10
Frank LaBounty	" "	14.00
L. H. Van Houten	" "	33.10
Atlantic Refining Company	Gasoline	30.87
Springs Oil Service	Furnace oil (tion Hall	33.48
Gust Krack & Son, Inc.	Repair slate on Recita-	160.60
Pittsburgh-Erie Saw Corp.	Rental	3.00
W. J. Gilmore Drug Co.	Instr. Equip. & Supplies	81.89
Kauffman-Lattimer Co.	" "	28.50
Tavella Sales Company	" " & Supplies	2.00
J. H. Weil & Company	" " " "	22.87
Roy Kahne	Brushes	2.18
Roberts & Meek	Crayon & paper clips	6.42
Royal Electric Supply Co.	Duplex receptacles	4.56
Sanitary Supply & Spec.Co.	Burlap bags	12.96
Westinghouse Elec.Sup. Co.	Conductor cord	4.25
York Paint & Hardware Co.	Files	3.42
Dep't.Welfare-Prison Labor	Office supplies	8.16
Red & White Stores	Groceries	8.68
Cotterel Company	Filing supplies	53.16
Penn Silican Company	Sand	5.00
Scranton Plate Glass Co.	Glass	18.64
Zindel & Stauffer	Electric sup. & hardware	5.70
H. L. Offner	Traveling expenses	12.00
Domestic Fuel Company	Coal	757.40

Gust Krack & Son, Inc.	Repairs to sheet metal work - Recitation Hall	153.20
National Scientific Corp.	Instructional equipment	50.04
B. B. Baldwin	Turkey	10.40
C. A. Curtze	Codfish	4.56
Firch Baking Company	Bread & yeast	9.30
Frank Liemer	Bread	4.80
New Jersey Paint Works	Faint	35.00
P. H. Philips	Turkey	6.55
N. E. Schruers	Milk	84.50
Penn'a. State Ed. Assoc.	Adv. in Sch. Journal	82.86
Dep't. Prop. & Sup. - Pur. Fund	Material-printing orders	10.74
Edward Eichenlaub	Meat	8.72
N. E. Schruers	Milk	15.91
Addressograph Company	Office supplies	8.65
Austin Company	Hardware	5.42
C. Wilbur Billings	Sand	6.38
Boston Store	Thermometers	2.49
Crane Company	Shower heads	8.40
Park Motor Company	Repairs to truck	23.33
Springs Oil Service	Furnace oil	33.48
J. E. Ball	Repairs to showers-Reeder	8.40
Andrews Paper House of York	Wrapping paper	3.70
Armour & Company	Meat	51.42
Driscoll Produce Company	Produce	11.84
Erie Dairy Products Co.	Cottage cheese	3.00
Firch Baking Company	Bread	5.94
Graybar Electric Company	Fuses	2.80
Jacob Haller Company	Groceries	28.87
Hock Paint & Chemical Works	Faint	56.40
Kellogg Sales Company	Groceries	15.19
Lake Shore Ice Cream Co.	Ice cream	7.70
Frank Liemer	Bread	10.40
Loblaw Groceterias	Coffee	6.80
National Biscuit Company	Crackers	1.91
L. H. Parke Company	Canned fruit	12.81
John Price & Company	Worcestershire sauce	1.02
Swift & Company	Meat & cheese	75.42
Sybrant & Case	Meat & eggs	24.38
United Fruit & Produce Co.	Produce	8.86
Tryon's	Groceries	2.49
Appleby Bros. & Whittaker Co	Mortor hoes	2.20
Harter Publishing Co.	Instructional supplies	6.42
Jolleys Pharmacy	Telegrams & Infirm "	3.84
Theodore Presser Company	Instructional supplies	3.93
D. C. Sullivan Company	Decorations (glue	9.23
Zindel & Stauffer	Snow shovels & sizing	3.75
L. H. Van Houten	Traveling expenses	11.60
Walker Bros.	Welding	.50
Goodspeeds Book Store	Library books	24.75
D. Schlosser Company	Lumber	88.01
Trask, Prescott & Richardson	Draperies for dining hall & laying rubber matting	235.60
Firch Baking Company	Bread	5.45
Lake Shore Ice Cream Co.	Ice cream	4.20
Frank Liemer	Bread	4.96
Loblaw Groceterias	Coffee	1770
National Biscuit Company	Crackers	8.46
Red & White Stores	Groceries	19.98



Snyders, Inc.	Mints	4.01
Sybrant & Case	Meat	29.04
United Fruit & Produce Co.	Sweet potatoes	6.00
Dep't. Prop. & Sup. Pur. Fund	Blank cards - Material	1.48
Boyd & Schafer	Plaster paris & corner	
	Beading	10.16
B. E. Darrow	Lumber	19.65
F. S. Drakes Sons	Lumber	15.66
Reinhold Pharmacy	Infirmiry supplies	.85
Zindel & Stauffer	Nails & flashlight bat.	2.68
Hazel Mae Ketcham	Traveling expenses	10.00
Florence May Kunkel	" "	13.50
Frank LaBounty	" "	12.00
Erie Window Glass Company	Glass for truck door	3.25
Springs Oil Service	Furnace oil	33.48
J. A. Mawhinney	Repairs to refrigerator	9.60
Dep't. Welfare-Prison Labor	Registration cards	10.23
Firch Baking Company	Bread	1.76
J.S. Hotchkiss & Bro. Co.	Groceries	91.80
Frank Liemer	Bread	1.60
Paxson Mfg. Company	Sweeping compound	7.14
P. H. Philips	Turkey	7.41
Rand McNally & Company	Instructional supplies	24.84
Thompson & Company	Linseed oil	11.85
Red & White Stores	Groceries	16.00
Tryons	Groceries	1.33
Royce R. Mallory	Traveling expenses	33.00
H. L. Offner	" "	10.00
Domestic Fuel Company	Coal	1,176.80
Book Supply Company	Library books	263.19
Denoyer-Geppert Company	Instructional equipment	13.50
National Scientific Corp.	" "	12.00
Mrs. W. K. Cummings	Eggs	1.20
F. S. Lawson Company	Galvanized pails	7.40
N. E. Schruers	Milk	61.10
Gust Krack & Son, Inc.	Repair fan motor in Gym.	26.75
Dep't. Welfare-Prison Labor	Printing	.83
C. T. Anderson & Company	Instructional supplies	36.65
Austin Company	Galvanized metal & screws	4.90
C. Wilbur Billings	Sand	9.95
Boyd & Schafer	Plaster paris & lath	19.08
Cooper Swift Company	Paint	5.20
Cotterel Company	Office supplies	8.37
Edinboro Co-Op. Assoc.	Rock salt	6.00
B. K. Elliott Company	Print paper & developer	2.70
Erie Window Glass Co.	Paint	8.16
Iron City Electric Co.	Lamp guards	33.80
North Amer. Fibre Prod. Co.	Boiler compound	143.00
Zindel & Stauffer	Hardware	2.70
Walker Bros.	Towing truck	1.00
Carl Arris	Repairing reducing valve	4.00
Bert Nuber	Service call-oil burner	3.50
John Bielak	Making hangers	3.69
Julius C. Foehlman	" keys	.50
Thomas C. Burns	Library books	.80
A. C. McClurg & Company	" "	8.00
Armour & Company	Meat	70.12
Brillo Mfg. Company	Brillo	1.75
N. Brittingham & Sons	Sanisink cleaners	5.37

Erie Dairy Products Co.	Cottage cheese	1.50
Erie Farm Products Co.	Butter	41.10
Firch Baking Company	Bread	9.06
Jacob Haller Company	Groceries	115.69
A. Hartung & Company	Office supplies	8.38
Sam Katowitz & Sons	Produce	16.65
Loblaw Groceterias	Coffee	6.80
Mamolith Carbon Paint Co.	White lead	39.25
Swift & Company	Meat & compound	104.43
Sybrant & Case	Eggs	17.00
United Fruit & Produce Co.	Produce	13.72
Geo. D. Wetherill & Co.	Putty	3.30
York Paint & Hardware Co.	Files	1.51
Upton-Lang Company	Contracted Repairs	377.00
	Total	<u>7,211.82</u>

Upon motion of Mrs. Burton, seconded by Mr. Loveland, the date for the regular meeting of the Board of Trustees of the Edinboro State Teachers College was changed from the third Wednesday of each month to the second Thursday of each month.

Dr. Ross explained in detail the following Agenda:-

1. Minutes previous meeting
2. Report of Board of Presidents - Jan. 17, 1936
  - a. Action re Summer Session
  - b. Curriculum Reports
  - c. Report of Committee on Allocation Bal. of Reserve
  - d. Substitute for Practice Teaching on part of experienced teachers
  - e. Lengthening period of preparation for elementary teachers
3. Present Status of Finances
  - Summary Budget Control of Jan. 14
  - Additional Amount required to Balance Budget
  - Enrollments may affect this amount
4. WPA Projects:- Auditorium: Old Dorm: Basement Reeder Hall: Loveland Hall: Cataloging Library: Appraisal: Furniture
5. Discussion of Faculty and other Personnel Situation:
  - a. Curtailment absolutely necessary to balance budget next year
  - b. Action re those on leave of absence
  - c. Authorize formal notice re Summer Session and next year
  - d. Salary situation- need to increase certain salaries; can't be done without curtailments in personnel
6. The Edinboro School Situation
  - a. Re Dr. Foster
  - b. Strong critic teachers necessary
  - c. Local prejudices for local people on faculty
  - d. Impossible to build up strong local schools with this point of view
  - e. Present co-operative arrangement may have to be given up.
7. Seventy-fifth Anniversary Plans:
  - April 23 Anniversary Day;
  - April 24 Rural School Conference

Commencement - May 26

May 24 - Alumni Day with Historical  
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Problem of financing the anniversary

8. Status of Electric Wiring
9. Petitions before State Council of Education-Commercial Education and Industrial Arts Education; important not only to Edinboro but for the needs of the area.
10. Mid-Year Graduation; Enrollment Prospects second semester.

Upon motion of Mr. Loveland seconded by Mrs. Schluraff, the Board voted to have a regular Summer Term of six weeks at Edinboro, followed by a three weeks post-term, during the Summer of 1936.

Upon motion of Mr. Loveland, seconded by Mrs. Burton, the Board requested the President to send the following notice to all the present employes of the Edinboro State Teachers College.

My dear \_\_\_\_\_:

Uncertainty of enrollments and limited budgets for next year make it necessary to announce to you at the request of the Board of Trustees, that the employment of all instructors and their compensation beginning with June 1, 1936, are dependent upon enrollments and budgetary limitations. Much as this procedure is regretted, it is the only fair way, protecting the College and at the same time giving you the opportunity to seek and to accept employment elsewhere. We are, therefore, giving you and other employees the opportunity of advising the College not later than March 1 whether or not you desire to continue in the employ of the College under these conditions and circumstances. Naturally, if several employees inform us that they do not desire to continue in the employ of the College, the status of certain employees may be made more certain quite early in this semester.

It is understood, too, that the College reserves the right to make such curtailments among its employees as may seem necessary. These curtailments will be made as early as possible in order that sufficient notice of such change may be given the parties affected.

Sincerely yours,

President

Carmon Ross, President,  
Edinboro, Pennsylvania

My dear Sir:-

In view of the fact that the College should know whether or not I desire to continue in its employ in accordance with the conditions as stated in above notice, I desire to state that I do - do not desire to continue



in my present position after June 1, 1936.

Sincerely yours,

Date \_\_\_\_\_.

Upon motion of Mr. Loveland, seconded by Mrs. Burton the Board recommended for graduation the following students:

B. S. IN EDUCATION

Secondary

Bennardo, Guy M.  
Nanit, Steve

Pulling, Reging

Primary

Babe, Ethel

B. S. IN PUBLIC SCHOOL ART

Lamb, Emily

Way, J. Marlin

STATE STANDARD LIMITED CERTIFICATES

Clark, Anna Virginia  
Neckers, Ruth C.

Parkman, Marjorie  
Wolfenden, Agnes

Upon motion of Mr. Loveland, seconded by Mrs. Burton, the following committee was authorized to open the bids for wiring, to accept the lowest bid, subject to the approval of the Department of Public Instruction, Harrisburg, Pennsylvania. Mr. Johnson, the Architect to send the bids to Harrisburg, retaining the certified checks attached. The Board to confirm the action of the Committee at the next regular meeting of the Board.

Committee

C. C. Eaton  
Mabel M. Burton  
Helen Schluraff

Upon motion of Mr. Loveland, seconded by Mrs. Burton, the meeting was adjourned.

Respectfully submitted,

*Katherine H. Sallee*

Katherine H. Sallee  
Secretary