

Edinboro, Pa.  
October 22, 1938

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Board Room at the College, Saturday, October 22, 1938 at 1:15 o'clock P. M.

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

Upon motion of Mrs. Mahoney, seconded by Mr. Marsh, the minutes of the meeting held June 30, 1938 were approved and ordered placed on file.

Upon motion of Mrs. Mahoney, seconded by Dr. Renz, bills amounting to \$12,610.27 were received and approved.

Gray Printing Company	Regular catalogue	333.20
Library of Congress	Library cards	42.57
Remington Rand, Inc.	Library supplies	18.14
Briggs-Hagenlocher, Inc.	Filter for lawn mower	1.58
Reinhold Pharmacy	Infirmery supplies	3.20
C. Jay Christensen	Traveling Expenses	46.00
Scheidemantel Service Sta.	Truck repairs	2.50
Zortman Flour & Feed Co.	Anthracite coal	400 .00
Blystone Mfg. Company	Repairs & belt lacing	1.10
L. V. Sherwood	Lathe work	.50
Poehlman's Key Shop	Duplicate keys	2.00
Armour & Company	Meat, eggs, compound	47.45
Beadle & Company	Grape juice	13.44
C. Wilbur Billings	Ice (phate	.67
Enterprise Mill Soap Works	Ammonia & tri-sodium phos-	63.25
Erie Farm Products Co.	Butter	17.60
Firch Baking Company	Bread	7.60
Jacob Haller Company	Beef bouillon	40.80
Iowa Soap Company	Laundry soap	8.44
Johnston, Keffer & Trout	Bond paper	8.64
Sam Katowitz & Sons	Fruit & produce	16.99
Francis H. Leggett & Co.	Olives & pickles	22.41
Frank Liemer	Bread	2.96
Phillips Fruit Company	Fruit & produce	10.90
N. E; Schruers	Milk & cream	40.17
Skelton & Fuller	Sugar	5.10
Felix Spatola & Sons	Corn oil	7.84
Pa. Electric Company	Electric service	165.44
Dep't. of Welfare-P.L.D.	Printing	51.67
City Market	Groceries	5.25
Edward Eichenlaub	Meat	3.96
Red & White	Groceries	16.14
Sybrant & Case	Groceries	3.49
Business Supply Company	Paste	1.03
William F. Gable Company	Toweling	4.97
Swift Equipment Corp.	Kerosene torches	4.68
Trask, Prescott & Richardson	Water glasses	2.16
J. H. Weil & Company	Erasers	.60
C. C. Crawford	Traveling Expenses	15.90
Sarah Pettit	" "	11.50
Carmon Ross	" "	41.75

Atlantic Refining Co.	Gasoline	3.86
Park Motor Company	Repairs to Station Wagon	2.75
Swaney Chevrolet Sales	Repairs to truck	4.50
Penn'a. Telephone Corp.	Service & tolls	60.68
Borough of Edinboro, Water Dep't.	Water rent	111.70
W. H. Merritt	Coal	106.25
Remington Rand, Inc.	Library supplies	6.53
Armour & Company	Soap, meat, compound, eggs	69.95
C.F. Bonsor & Company, Inc.	Pineapple juice	30.50
Ellis Importing Company	Canned kidney beans	5.86
Erie County Milk Ass'n.	Ice cream	8.60
Erie Farm Products Co.	Butter, eggs	50.18
S. M. Flickinger Co.	Groceries	32.18
Gabin Fruit & Produce Co.	Peaches, cabbage	2.15
Jacob Haller Co.	Groceries	11.75
Industrial Paint Co.	Raw sienna	2.96
International Salt Co.	Salt	11.64
Sam Katowitz & Sons	Fruit & produce	48.50
General Ice Cream Corp.	Ice cream	12.10
Frank Liemer	Bread	1.29
L. H. Parke Co.	Grape fruit juice	10.08
Penn Supply Co.	Varnish	5.25
Schenck's	Potato chips	3.50
Seeman Bros. Inc.	Chili sauce	7.73
Skelton & Fuller	Groceries	10.00
Felix Spatola & Sons	Peas	22.90
United Fruit & Produce Co.	Fruit & produce	5.70
R. C. Williams & Co., Inc.	Ground cloves	.49
Zindel & Stauffer	Eggs	6.60
Campbells Loose Leaf Service	Digest service	5.00
Poor Richard Printing Co.	Summer catalogue	128.00
City Market	Meat	.53
Edward Eichenlaub	Meat	10.49
Red & White	Groceries	9.27
Erie Hardware Co.	Pliers	1.08
Kelly Studios	Developing film	1.50
Palace Hardware House	Lawn trimmer, belting	17.87
Zindel & Stauffer	Flashlight batteries	.80
Sarah Pettit	Traveling Expenses	14.50
W. A. Wheatley	" "	29.35
C. Frances Whitney	" "	14.25
Penn'a. Telephone Corp.	Service & tolls	52.70
Armor Electric Mfg. Co.	Repair armature & coil	17.30
J. E. Ball	Plumbing repairs	100.99
Depinet-Melhorn Company	Repairs to floors	42.83
Duggan-Rider Company	Repairs to mimeograph	1.00
Jno. E. Graybill & Co.	Electric fans	53.13
Armour & Co.	Meat	84.57
C. Wilbur Billings	Ice	1.00
C. F. Bonsor & Co.	Cocoa	3.15
Charley Brothers	Catsup	5.00
Commercial Envelope Co.	Kraft envelopes	17.19
Dep't. of Welfare-P.L.D.	Coffee	12.50
Erie County Milk Ass'n.	Ice cream	30.85
Erie Farm Products Co.	Butter	17.28
Firch Baking Co.	Bread	20.90
Hilker & Bletsch Co.	Gelatin dessert powder	6.80
Imperial Products Co.	Metal polish, soap powder	14.46

Jaegle Paint & Varnish Co.	Paint	195.75
Sam Katowitz & Sons	Fruit & produce	36.09
Kolbe Fisheries Co.	Fish	5.90
Lake Shore Ice Cream Co.	Ice cream	4.50
Frank Liemer	Bread	22.20
Sanitary Farms Dairy	Buttermilk, cottage cheese	7.60
Schenck's	Potato chips	1.50
N. E. Schruers	Milk & cream	74.50
Skelton & Fuller	Tomatoes	2.40
William V. Soder	Chicken	7.68
Swift & Company	Meat, cheese, butter	23.36
Penn'a. Electric Co.	Electric service	232.23
Acme Cotton Products Co.	Absorbent cotton	3.14
Astubula Co. Hardware Co.	Pliers	.89
Highland Fuel Co.	Coal	501.15
J. E. Ball	Plumbing repairs	139.24
Armour & Company	Meat, eggs	10.75
Erie County Milk Ass'n.	Ice cream	8.60
Firch Baking Co.	Bread	2.70
Gabin Fruit & Produce Co.	Fruit & produce	6.35
Jacob Haller Company	Groceries	28.95
Sam Katowitz & Sons	Fruit & produce	5.20
Frank Liemer	Bread	1.84
National Biscuit Company	Crackers	2.62
Schenck's	Potato chips	1.50
Seeman Brothers, Inc.	Chili sauce	7.73
Swift & Company	Meat, cheese	53.66
Union Fruit & Produce Co.	Fruit & produce	10.40
United Fruit & Produce Co.	Fruit & produce	11.78
Andrews Paper House of York	Blotting paper	12.63
Dep't. of Prop. & Supplies	Acco-press binders	3.07
Dep't. of Welfare-P.L.D.	Printing	76.22
Edward Eichenlaub	Meat	10.38
Austin Company	Putty knives	.50
Boston Store	Waiters coats	32.75
Bowman-Mell & Co., Inc.	Infirmery supplies	8.80
Briggs-Hagenlocher, Inc.	Spark plug for lawn mower	.65
Erie Paint Company	Wax	4.33
C. Wilbur Billings	Sand, ice	2.91
Erie Window Glass Co.	Glazing liquid	1.30
Fisher Scientific Co.	Instructional supplies	4.79
W. J. Gilmore Drug Co.	" "	1.64
Johnson Lumber Company	Lumber, lath, plaster	46.87
Mine Safety Appliances Co.	Infirmery supplies	15.60
North Amer. Fibre Prod. Co.	Ever clean boiler process	162.50
Pa. Liquor Control Board	Infirmery supplies	1.60
Thorn Smith	Instructional supplies	1.62
Williams, Brown & Earle	" " & equip	5.98
Zindel & Stauffer	Climax, & steel wool	2.50
Zortman Flour & Feed Co.	Finishing lime	1.80
Sarah Pettit	Traveling Expenses	13.70
Atlantic Refining Co.	Gasoline	8.28
Penn'a. Telephone Corp.	Service	44.95
Highland Fuel Company	Coal	299.30
Durst & Company	Organ repairs	10.00
Marvin Electric Company	Repair cable in power house	8.00
Ben C. Shreve	Labor (heater)	47.00
Sims Company	Repair coil in hot water	9.00

Raymond Van Epps	Labor	28.20
Office Equipment Co.	Lamps	43.74
Ohio Electric Co.	Electrolux cleaners	136.00
Armour & Company	Bacon	6.09
Baltimore Paint & Color Wks.	Lamp black	1.48
C. F. Bonsor & Co.	Canned corn	13.32
Charley Brothers	Catsup	10.00
Cotterel Company	Paper fasteners	3.54
Geo. S. Daugherty Co.	Tomato puree	12.56
Ellis Importing Co.	Canned beans	5.86
Enterprise Coffee Co.	Peanut butter	2.16
Enterprise Paper Co.	Twine	2.94
Firch Baking Company	Bread	6.74
Graybar Electric Co.	Attachment plugs	3.83
N. M. Holden Company	Hack saw blades	3.00
Hoyt & Worthen	Chamois	5.40
Hygrade Sylvania Corp.	Lamp bulbs	43.00
Sam Katowitz & Sons	Fruit & produce	2.23
Lake Shore Ice Cream Co.	Ice cream	3.15
Francis H. Leggett & Co.	Pickles & chopped relish	12.00
Libby, McNeill & Libby	Canned goods	32.46
Frank Liemer	Bread	4.40
Loos & Dilworth, Inc.	Turpentine	18.01
Peerless Paper Mills, Inc.	Paper towels	26.90
Raub Supply Company	Hose & nozzles	43.50
Red & White	Potatoes	1.00
Reeves, Parvin & Co.	Canned peas & spinach	18.90
Roberts & Meck, Inc.	Stenographers note books	.73
Sanitary Farms Dairy	Buttermilk, cottage cheese	3.45
N. E. Schruers	Milk & cream	27.52
Sinclair Refining Co.	Gasoline	40.77
Skelton & Fuller	Eggs, potatoes	3.24
William V. Soder	Chicken	2.18
Swift & Company	Steak	12.25
West Disinfecting Co.	Floor wax	33.75
Thomas & Co.	Canned corn	13.95
Yawman & Erbe Mfg. Co.	Folders	8.21
Penn'a. Electric Co.	Electric service	189.90
L. V. Kupper	Flashlight pictures	5.00
F. Weber Company	Isometric paper	2.40
City Market	Groceries	2.83
Red & White	"	42.96
Abbott Laboratories	Infirmery supplies	5.10
Austin Company	ElI	.18
J. T. Baker Chemical Co.	Instructional supplies	6.57
Bowman-Mell & Co.	Infirmery supplies	5.50
Boyd & Schafer	Plaster	32.30
Central Scientific Co.	Instr. supplies & equipment	46.94
Chicago Apparatus Co.	" " " "	74.07
Eugene Dietzgen Co.	" "	4.00
S. F. Durst & Co.	Infirmery supplies	5.00
B. K. Elliott Co.	Instr. supplies	29.14
Fairview Evergreen Nursery	Evergreens	3.00
Heyl Physicians Supply Co.	Infirmery supplies	1.60
Mallinckridt Chemical Works	Instr. supplies	1.50
McDonnel Laboratories	Infirmery supplies	2.40
Wm. S. Merrell Co.	" "	1.36
National Hospital Supply Co.	" "	1.15

Palace Hardware House	Pulleys	2.88
William Paravano	Sheepskins	13.39
Roberts & Meck, Inc.	Erasers	1.18
Seabury, Inc.	Infirmiry supplies	1.85
Sharp & Dohme	" "	.75
Standard Drug Co.	" "	3.00
Arthur H. Thomas Co.	Instruc. "	10.77
J. H. Weil & Co.	" "	11.91
John Wyeth & Brother	Infirmiry "	2.10
York Paint & Hdwe. Co.	Nails, door checks	16.54
Zindel & Stauffer	Flashlight bulbs	.54
Carmon Ross	Traveling Expenses	28.25
Electric Storage Battery Co.	Battery for truck	5.94
Park Motor Company	Repairs to Station Wagon	3.29
Penn'a. Telephone Corp.	Service & tolls	9.67
Postal Telegraph Cable Co.	Telegrams	.46
Bell Telephone Co. of Pa.	Advertising	1.89
Armor Electric Mfg. Co.	Repair oil burner	1.00
A. H. Doucette	Labor	74.40
Gloekler Mfg. Co.	Repairs to kitchen equip.	281.59
Will E. Klie	Labor	116.45
Seigel's	Repairs to window shades	47.48
T. A. Sheets	Labor	63.00
Thos. D. Sheets	"	27.00
Ben C. Shreve	"	45.50
Raymond Van Epps	"	27.30
American Optical Co.	Metrono-scope	285.00
Dencyer-Geppert Co.	Maps	7.00
Erie Paint Co.	Safety ladder jacks	5.68
Foster Bros. Mfg. Co.	Beds	60.18
Lincoln Schlueter Floor Co.	Polishing machine	130.00
A. J. Nystrom & Co.	Maps	19.45
Raub Supply Company	Electric heating pad	2.50
Star Electrical Company	" refrigerator	96.44
Atlantic Syrup Refining Co.	Table syrjp	4.74
C. F. Bonsor & Co.	Canned corn	10.88
Charley Bros.	" " & beans	32.25
Cotterel Company	Waste baskets	5.40
Erie Farm Products Co.	Butter, cheese	58.32
Jacob Haller Company	Groceries	85.35
Hercules Powder Co.	Soap powder	22.50
Impervious Paint & Varnish Co.	Shellac, Pt. & Varn. remover	7.77
Jaegle Paint & Varnish Co.	Varnish	5.10
Sam Katowitz & Sons	Fruit & produce	48.71
Francis H. Leggett & Co.	Tomatoes, canned	17.80
Libby, McNeill & Libby	Canned goods	94.91
Frank Liemer	Bread	10.72
Midland Ehcemical Lab.	Floor wax & varnish	128.75
L. H. Parks Co.	Canned goods	58.63
A. Salus & Son, Inc.	Canned pineapple	15.26
Schenck's	Potato chips	3.00
Service Supply Corp.	Mill files	2.30
Solvay Sales Corp.	Calcium Chloride	5.79
Felix Spatola & Sons	Corn oil	7.84
Swift & Company	Meat, cheese, eggs, compound	206.21
Thompson & Co.	Shellac	3.60
Wetherill & Brother, Inc.	White lead	35.45

Erie Engraving Company	Half tones & line cuts	136.02
Austin Company	Tin & wire	1.80
H.C.Boyd Lumber Company	Maple flooring	445.00
Eastman Kodak Stores, Inc.	Film for ophthalmograph	4.70
Erie Window Glass Company	Plaster of paris	4.50
Extra-Curricular Pub. Co.	Tests	9.00
William F. Gable Co.	Table spoons & water glasses	15.53
Walter C. Garwick	Metal discs & needles	27.49
Johnson Lumber Company	Maple flooring	60.56
Milloy Lumber Company	Plaster	23.48
Palace Hardware House	Kitchen supplies, wire, bolts	6.95
William Paravano	Sheepskins	3.09
Service Supply Corporation	Hammers, hoe, saw	12.06
Superior Motor Parts Co.	Gas container	1.53
W.M.Welch Mfg. Company	Instr. supplies & equip.	45.82
Atlantic Refining Company	Gasoline	9.95
Park Motor Company	Repairs to Station Wagon	3.20
Swaney Chevrolet Sales	" " Truck	5.72
Penn'a. Telephone Corp.	Service charge	44.95
J. E. Ball	Repairs to radiator traps	449.28
Boston Store	Gliders, & rep. to draperies	122.80
Henry A. Richter	Labor	56.25
J. Yochim	"	11.25
Lawrence Cleaners & Dyers	Cleaning choir robes	22.50
Poehlman's Key Shop	Making keys	3.25
Eastman Kodak Company	Films	48.00
Keystone View Company	Carrying cases for slides	10.22
University Prints	Lantern slides	10.67
Armour & Company	Meat, eggs, compound	125.76
Dep't. of Welfare-P.L.D.	Coffee	13.50
Erie Farm Products Co.	Butter	25.44
Erie Fish Company	Fish	9.60
Firch Baking Company	Bread	15.86
Johnston, Keffer & Trout	Mimeo paper	43.35
Sam Katowitz & Sons	Produce	32.87
Lake Shore Ice Cream Co.	Ice cream	46.50
Frank Liemer	Bread	20.12
Paxson Mfg. Company	Sweeping compound	5.90
Red & White Store	Lard	1.00
Roberts & Meck, Inc.	Blackboard erasers	2.60
Sanitary Farms Dairy	Buttermilk, cottage cheese	3.80
Schenck's	Potato chips	3.00
N. E. Schruers	Milk & cream	81.97
Sinclair Refining Company	Insecticide	4.90
Felix Spatola & Sons	Vinegar	4.92
Swift & Company	Compound	5.38
Penn'a. Electric Company	Electric service	224.06
Keystone Blue Paper Co.	Blue print paper	4.15
Austin Company	Tin	.60
Boston Store	Renuzit & shower curtains	11.29
Brodhead Garrett Company	Instructional supplies	14.75
Business Supply Company	" "	1.01
Samuel Cabot	Paint	45.00
Cotterel Company	Celluloid	18.50
Denver Fire Clay Company	Oil tank for Art Dep't.	12.85
Erie Paint Company	Paint, alcohol, whiting	7.85
Eugene Dietzgen Company	Instr. supplies & equip.	14.78
Roy Kahne	Sandwich plates	5.88

	(tables	
Kewaunee Mfg. Company	Top treatment for lab.	6.50
Keystone Feed & Supply Co.	Roofing paper & bends	3.25
Milloy Lumber Company	Plaster paris, cement	50.20
Ream's Inc.	Melton mounts	56.25
J. Jacob Shannon & Co.	Tools	4.71
Trask, Prescott & Richardson	Thread, tape, snaps	1.95
F. Weber Company	Art supplies	21.12
Dan W. Zeber	Water glasses (supplies	.44
Zindel & Stauffer	Nails, plastic wood, elec.	2.35
G. Jay Christensen	Traveling expenses	125.21
C. W. Ellenberger	" "	4.05
F. S. Heinaman	" "	7.96
Royce R. Mallory	" "	9.32
E. Leigh Mudge	" "	3.36
Sarah Pettit	" "	8.40
Carmon Ross	" "	35.75
Penn'a. Telephone Corp.	Telephone tolls	8.20
Bell Telephone Co. of Pa.	Advertising	.75
Borough of Edinboro-Water D.	Water rent	111.80
Highland Fuel Company	Coal	25.69
Armor Electric Mfg. Co.	Making bevel gear	7.20
Will E. Klie	Labor	175.40
L. Vincent Metz	Surveying & making maps	50.00
Donahue Brothers Insurance	Insurance	120.75
Eastman Kodak Company	Films	72.00
Fidelity Electric Company	Instructional equipment	5.75
Rudolf Lesch Fine Arts	Picture	9.00
J. H. Troup Music House	Record albums	10.44
Armour & Company	Butter, eggs, meat, compound	201.19
Enterprise Mill Soap Works	Sodium tetraborate	3.93
Enterprise Poultry Co.	Chicken	3.50
Erie Farm Products	Butter, cheese, peas	76.21
Firch Baking Company	Bread	22.62
S. M. Flickinger Co.	Groceries	14.08
Gabin Fruit & Produce Co.	Produce	27.04
Graybar Electric Co.	Fuses & links	72.92
Jacob Haller Company	Groceries	60.00
Impervious Pt. & Varnish Co.	Shellac	1.76
Sam Katowitz & Sons	Potatoes	7.00
Lake Shore Ice Cream Co.	Ice cream	17.50
Frank Liemer	Bread	18.41
National Biscuit Co.	Crackers	13.96
National Milling & Chem. Co.	Laundry compound	28.91
Reeves, Parvin & Co.	Canned lima beans	11.86
Sterling Supply Corp.	Sodium phasphate	17.03
Swift & Company	Meat, eggs, compound	133.84
Union Fruit & Produce Co.	Produce	50.90
York Paint & Hardware Co.	Steel wool	3.25
		Total
		\$12,610.27

The following Agenda was explained in detail by the President.

#### PART A

- I. Reading of Minutes
- II. Warranted Bills
- III. Miscellaneous (a) Refunds (b) Art Lecturer (c) Music Department

## Part B - Report of the President

- I. Comparative Enrollment Tables - 1935-38
- II. Enrollment in 1938
- | First Semester Enrollments, Three Years |            |                 |              |
|---|------------|-----------------|--------------|
|   | <u>New</u> | <u>Freshmen</u> | <u>Total</u> |
| September 1936                          | 114        | 93              | 275          |
| September 1937                          | 60         | 56              | 231          |
| October 15, 1938                        | 122        | 100             | 292          |
| Dormitory Students                      |            |                 |              |
| 1935 --                                 | 113        | 1937 --         | 114          |
| 1936 --                                 | 116        | 1938 --         | 135          |
- III. Progress of Building Program
- A. Photos
- B. Inspection of Buildings
- IV. (a) Remodelling Program
- A. Plans Prepared
- B. Procedures
- (b) Long Range Program - General State Authority
- (c) Present Status
- V. Budget for Next Biennium -- Summary
- VI. Extension and Saturday Classes -- 11 centers, 17 courses, 290 students. Additional instructor needed
- VII. Desirable Changes and Improvements in Faculty Personnel
- A. To meet new curricula
- B. To meet new standards
- C. To meet new services
- D. To meet new facilities
- VIII. The Lecture-Entertainment Course
- A. Purpose
- B. Character
- C. Finance
- IX. The Dormitory Situation
- A. Boys--no additional room except on first floor
- B. Girls--about 20 places left
- X. New Publications
- XI. Spiritual Life of the Students
- XII. Some Pertinent Problems
- A. Equipment for new buildings
- B. Increasing number of pupils in training school and its possible solution
- C. Additional personnel for enlarged plant, e.g., janitors, caretakers, nightwatchman, etc.

Upon motion of Dr. Renz, seconded by Mr. Marsh, the following refunds were approved.

Autumn Blackman	- \$12.00	- Contingent Fee
Elmer Roscoe	- \$18.00	- Contingent Fee
Mike Paczan	- \$14.00	- Contingent Fee
Betty Lesh	- \$18.00	- Contingent Fee
Laura Ziel	- \$38.00	- Contingent Fee

Upon motion of Mr. Marsh, seconded by Dr. Renz, the Board authorized the payment of \$50.00 to Dr. Watson, Art Lecturer.

Upon motion of Dr. Renz, seconded by Mrs. Mahoney, the Board authorized the payment of \$100.00 for musical instruments.



Upon motion of Mrs. Mahoney, seconded by Mr. Marsh, the Board appointed Mr. Brooks and Mr. Thomas as delegates to represent the Edinboro State Teachers College at the meeting of the State Association of Trustees, to be held in Harrisburg.

Upon motion of Mrs. Mahoney, seconded by Dr. Renz, Dr. Carroll Atkinson was employed as an instructor in the Edinboro State Teachers College for the balance of the College year at a salary rate of \$2,760.00 for 56 weeks.

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

Respectfully submitted,

*Katherine H. Sallee*

Katherine H. Sallee  
Secretary