

Edinboro, Pa.
January 14, 1938

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Board Room at the College Friday, January 14, 1938 at 3:00 o'clock P. M.

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

Upon motion made by Mrs. Mahoney, seconded by Mr. Loveland the minutes of the meeting held November 26, 1937 were approved and ordered placed on file.

Upon motion of Mr. Marsh, seconded by Mrs. Mahoney, bills amounting to \$9,764.46 were received and approved.

Penn'a. Electric Company	Electric Service	20.63
Erie Window Glass Company	Paint, plaster sealer, varnish	43.42
G. U. Hopkins	Thread	1.45
Keystone Feed & Supply Co.	Cement	24.30
Palace Hardware House	Hardware, oil	23.09
Hazel Mae Ketcham	Traveling expenses	15.90
F. A. Loveland	" "	25.66
Sinclair Refining Co.	Gasoline	2.72
Joe Wiggins	Repairs to ice machine	9.00
Pittsburgh-Erie Saw Corp.	Rental of saws	3.00
Curtis and Cameron	Sepia Prints	64.50
Keystone View Company	Instr. supplies & equip.	43.48
W.M. Welch Mfg. Company	Instructional equipment	16.00
Armour & Company	Meat and butter	51.37
Erie Fish Company	Fish	6.25
Firch Baking Company	Bread	16.20
Jacob Haller Company	Citron	1.50
Frank Liemer	Bread	13.10
Loblaw Groceterias	Coffee	4.40
Paxson Mfg. Company	Sweeping compound	5.16
Schulers Foods, Inc.	Potato chips	4.50
Sterling Supply Corp.	Castile soap	.96
Swift & Company	Meat, butter, cheese	144.10
Sybrant & Case	Eggs	12.00
United Fruit & Produce Co.	Produce	32.81
Public Sch. Emp. Retirement Bd.	Retirement Fund	1,281.20
Dep't. Welfare-Prison L.	Receiving records	6.50
Cotterel Company	Instructional supplies	9.42
William Dixon, Inc.	" " & equip.	61.80
Drake Hardware Company	Putty	1.25
Erie Window Glass Co.	Brick stain, & glass	29.61
North American Fibre Prod.	Boiler compound	162.50
E. A. Wright Company	Sheepskin	3.41
Zindel & Stauffer	Butter, lock nuts, bushings	3.00
Penn'a. Rubber Company	Tires & tubes for truck	43.90
Swaney Chevrolet Sales	Repairs to truck	4.99
Ted Nielsen	Repairs to ice machine	50.72
N. Snellenburg & Company	Arm chairs	127.08

C. Wilbur Billings	Potatoes, ice	15.67
Jacob Haller Company	Groceries	14.44
Jersey Belle Food Prod.	Baking soda	2.59
Lake Shore Ice Cream Co.	Ice cream	30.00
Alexander Lamport & Bro.	Cheese cloth	7.00
Loblaw Groceterias	Coffee	4.43
Red & White Store	Coffee, eggs, butter	17.85
Sanitary Farms Dairy, Inc.	Cottage cheese, buttermilk	4.80
Swift & Company	Butter, & compound	30.39
Sybrant & Case	Meat	13.23
United Fruit & Produce	Produce	18.95
Roberts & Meck, Inc.	Paper	3.05
Austin Company	Couplings	.68
Bolin's Shade Shop	Paint	6.08
B. E. Darrow	Felt, nails, lumber, lath	16.71
Palace Hardware House	Asbestos board	4.40
Reinhold Pharmacy	Infirmiry supplies	1.10
Star Electrical Company	Electrical supplies	6.65
White, Son Company	Instructional supplies	5.70
Dan W. Zeber	Dishes	278.52
National Carbon Co., Inc.	Prestone	8.00
Park Motor Company	Oil, anti-freeze	2.25
R-M Radio Laboratory	Repairs to electrograph	10.25
Bessler Lantern Slide Co.	Lanternslides	8.50
Fairbanks, Morse & Co.	Scale fof infirmiry	23.00
Keystone View Company	Lantern slides	8.44
American Sponge & Chamois	Sponges	1.08
Erie Fish Company	Fish	66.25
Firch Baking Company	Bread	10.35
Gillespie Varnish Co.	Varnish, burnt umber	9.87
Industrial Paint Co.	Raw sienna	4.74
Penn Supply Company	Putty	1.50
James H. Rhodes & Co.	Chamois	6.00
Sybrant & Case	Turkey, eggs, grapefruit	84.80
A. Wilhelm Company	Paint & varnish remover	2.07
Pennsylvania State Ed. Assn.	Advertising	89.28
H. W. Wilson Co.	Library books	70.95
Eugene Dietzgen Co.	Instr. supplies & equip.	13.08
A. & B. Smith Company	" "	15.40
Atlantic Refining Co.	Gasoline	5.17
Pennsylvania Tele. Co.	Service charge	50.47
J. E. Ball	Plumbing in 3 wash rooms	290.38
C. H. Stoelting Co.	Repairs to stop watch	3.20
L. V. Sherwood	Brazing steam line	1.00
Rudolf Lesch Fine Arts	Color Prints	28.50
City Market	Groceries	1.39
Cudahy Packing Company	Cleansing soda	5.71
Jacob Haller Company	Baking soda	1.45
Lake Shore Ice Cream Co.	Ice cream	20.00
Frank Liemer	Bread	27.84
Morgan Chemical Company	Floor wax	20.67
National Peanut Corp.	Nuts	17.40
Red & White Store	Groceries	51.27
N. E. Schruers	Milk & cream	113.38
Sinclair Refining Co.	Gasoline	60.18
Dr. C. J. Christensen	Traveling expenses	103.25
C. C. Crawford	" "	26.00

F. S. Heinaman	Traveling Expenses	2.50
Hazel Mae Ketcham	" "	10.55
Royce R. Mallory	" "	55.10
Evelyn J. Strohecker	" "	10.00
L. H. Van Houten	" "	62.05
C. D. Norris Coal Co.	Coal	832.87
Penn'a. Electric Co.	Electric service	286.62
Austin Company	Bushings, ells	.68
Cotterel Company	Calendar pads	30.60
Erie Window Glass Co.	Brick stain	13.05
General Electric Supply	Switch for organ	1.80
Heyl Physicians Supply	Infirmiry supplies	2.70
Talens School Products,	Instructional supplies	5.11
Park Motor Company	Heater & defroster	18.50
Gust Krack & Son, Inc.	Repairs to ducts & roof	117.68
Art Education Press, Inc.	Lantern slides	1.15
Armour & Company	Soap chips, meat, butter	77.85
R. J. Crozier Company	Nails	8.44
Erie Fish Company	Fish	15.30
Firch Baking Company	Bread	17.55
S. M. Flickinger Company	Sugar	25.50
Hygrade Sylvania Corp.	Bulbs	100.43
Jersey Belle Food Prod.	Baking powder	9.60
Jolleys Pharmacy	Alcohol, ice cream	2.60
Frank Liemer	Bread	13.00
National Biscuit Company	Oyster crackers	2.01
Schulers Foods, Inc.	Potato chips	4.50
Service Supply Corp.	Sand paper	.90
Swift & Company	Meat	41.13
Austin Company	Coupling	.20
Frank LaBounty, Receiver	Instructional supplies	3.16
Trask, Prescott & Richardson	Glasses	4.86
Zindel & Stauffer	Attachment plugs	.65
Waldo F. Bates, Jr.	Traveling Expenses	35.15
Hazel Mae Ketcham	" "	5.65
E. Leigh Mudge	" "	33.75
Carmon Ross	" "	29.75
Bolins Shade Shop	Venetian blinds	24.00
Boston Store	Library books, draperies	122.95
Boyd & Schafer	Flexboard & installation	52.30
M. E. Jones	Repair mail bag & belting	3.70
Gust Krack & Son, Inc.	Repair skylights	23.90
Electroflux, Inc.	Repairs to vacuum cleaner	8.95
John J. Shryock Company	Rubber matting & linoleum	36.50
Poehlman's Key Shop	Making keys	2.00
Campbell's Loose Leaf Service	Service-Code Digest	5.00
Buckeye Ribbon & Carbon	Mimeo ink	20.64
James Good, Inc.	Closet bowl cleaner	6.95
Jacob Haller Company	Groceries	10.46
Lake Shore Ice Cream Co.	Ice cream	30.00
Frank Liemer	Bread	8.00
Loblaw Groceterias	Coffee	10.63
Red & White Store	Eggs	9.00
Remington Rand, Inc.	Correction Fluid	2.94
Sanitary Farms Dairy, Inc.	Buttermilk, cottage cheese	4.10
Swift & Company	Meat & butter	124.42
Sybrant & Case	Meat	35.26
United Fruit & Produce	Produce	73.51
R. T. Brenneman	Oil	116.69

C. M. Root	Hard coal	366.60
Red & White Store	Groceries	15.24
Sybrant & Case	Meat	6.25
Erie Window Glass Co.	Plaster sealer	9.00
Palace Hardware House	Hardware	314.66
Regal Equipment Company	Bed spreads	32.14
F. S. Heinaman	Traveling expenses	2.50
Royce R. Mallory	" "	15.30
Park Motor Company	Repairs to Station Wagon	2.25
J. E. Ball	Repairs to plumbing	139.11
Blystone Mfg. Company	Repairs to ice machine	.47
C. Wilbur Billings	Potatoes	54.00
Firch Baking Company	Bread	9.45
S. M. Flickinger Company	Frozen peas	10.50
Frank Liemer	Bread	5.10
Swift & Company	Meat	63.37
United Fruit & Produce	Produce	4.15
Dep't. of Welfare-P. L.	Printing & brushes	21.77
Erie Engraving Company	Etchings & Half tones	32.89
City Market	Groceries	4.14
Edward Eichenlaub	Meat	7.12
Red & White Store	Groceries	78.72
Sybrant & Case	Meat	1.70
Bradford Textile Co.	Bed Spreads	121.20
W.A. Case & Son Mfg. Co.	Bath cock & valve	12.71
R. P. Clarke Company	Ticking	9.48
Clarkson Chemical & Sup.	Floor seal	17.50
Cooper-Swift Company	Putty	.50
Erie Window Glass Co.	Turpentine	4.25
William F. Gable Co.	Towels & toweling	12.63
General Electric Supply	Fuses	.91
Hostetler's Electrical Service	Friction tape	.60
S. B. Marks Company	Pillow cases, sheets, towels	208.75
Palace Hardware House	Hardware	10.04
Pearce Mfg. Company	Blankets	43.20
Swaney Chevrolet Sales	Repairs to truck	8.35
Armor Electric Mfg. Co.	Repairs to water generator	5.12
Ted Nielsen	Repairs to ice machine	62.12
Junior Literary Guild	Library books	78.00
National Peanut Corporation	Nuts	5.51
Rumsey Electric Co.	Keys sockets & caps	5.94
N. E. Schruers	Milk	84.74
Swift & Company	Oleo-	3.12
Penn'a. Electric Co.	Service	319.32
Bolin's Shade Shop	Venetian blind & paint	33.18
Erie Window Glass Co.	Plaster, turpentine, paint	26.70
E. A. Nagel & Company	Pressure Drain Cleaner	3.50
Susquehanna Woolen Co.	Blankets	381.33
Zindel & Stauffer	Socket	.25
Penn'a. Tele. Corp.	Service	48.20
R.T. Brenneman Ser. Sta.	Oil	33.48
American Optical Co.	Ophthalm-O-Graph	242.55
Kewaunee Mfg. Company	Soapstone sink	109.30
James W. Houston Co.	Gelatin	4.52

Total

9,764.46

The following agenda was explained in detail by Dr. Ross.

Part A

- I. Reading and approval of minutes
- II. Approval of warranted requisitions
- III. Requests for refunds
- IV. New electric lighting lease
- V. Miscellaneous business

Part B--Report of the President of the College

- I. Recent illness and the status of the college
- II. Salary restorations and adjustments completed
 - A. Fair attitude of the Department of Public Instruction
 - B. Back to 1933-34 level
 - C. No increments until Legislature provides for them
- III. Financial Status--uncertain on account of enrollments
 - A. Second semester begins January 19
 - B. Number of new students expected
 - C. Mortality should be insignificant, though uncertain
 - D. Increased expenditures due to:
 - 1. Operation of 44-hour law
 - a. Kitchen--\$800 estimated
 - b. Campus--\$600 estimated
 - 2. Dining Room--\$1500 estimated
 - E. Possible economies on account of decreased total receipts
 - 1. Leave of absence for one or more instructors for second semester--last resort
 - 2. Part-time employment for one or more instructors
 - 3. What other institutions are planning to do
- IV. Operation of 44-Hour Law--Women: Men
- V. Recent resolution of State Council of Education re Four Year Post High School Education Requirement
- VI. Summer School Plans
 - A. Continue Demonstration Grades 1-9, inclusive
 - B. Organize "ideal" one-room school on Campus
 - C. Require some of present instructors to "freshen" themselves up professionally, etc.
 - D. Regular Session opens June 20
 - E. Post Session opens August 1
 - F. Possibility of art journey
 - G. Fix activity fee
- VII. Some Problems Facing the College
 - A. The Health Department situation
 - B. Improvement of instruction in several departments; attitude of "staticness" hard to break up
 - C. Miscellaneous
- VIII. The Building Projects
 - A. Awarding of Contracts--January 28
 - B. Payroll to begin not later than February 14
 - C. Ground Breaking Ceremonies on Saturday, February 19--Nature of Program

Upon motion of Mr. Marsh, seconded by Mrs. Mahoney, the following refunds were approved:

John M. Cooper - Contingent Fee - \$30.00

Charlotte Bliley - Contingent Fee @ \$10.00
Housing Fee - \$35.00

Upon motion of Mr. Marsh, seconded by Mr. Loveland, the Board approved the signing of the new lease for electricity, by Dr. Ross.

Upon motion of Mr. Thomas, seconded by Dr. Renz, the Board approved the following fees (Subject to the approval of the Student Body).

1. Summer Session Activity fee of \$2.50
2. Post Session Activity fee of \$1.25

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

Respectfully submitted,

Katherine H. Sallee

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Secretary