

Edinboro, Pa.
June 30, 1938

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Board Room at the College, Thursday, June 30, 1938 at 1:30 o'clock P. M.

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

Upon motion of Mr. Thomas, seconded by Miss MacBride, the minutes of the meeting of the Committee, held April 29, 1938, were approved as read and all of the matters passed upon by the Committee and duly incorporated in the minutes of that meeting were approved. Minutes follow:

"The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the Board Room at the College, Friday, April 29, 1938 at 3:00 o'clock P. M.

Members present were Messrs. John B. Brooks, F. A. Loveland, Albert L. Thomas and Ritchie T. Marsh.

Upon motion of Mr. Marsh, seconded by Mr. Thomas, the minutes of the meeting held January 14, 1938 were approved and ordered placed on file.

Upon motion of Mr. Loveland, seconded by Mr. Thomas, bills amounting to \$16,079.31 were received and approved.

1935-1937 Appropriation

Forrest H. Nourse	Electrical contract	551.50
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1937-1939 Appropriation

C. D. Norris Coal Company	Coal	1,313.21
Pittsburgh Post-Gazette	Subscription to paper	5.00
C. W. Billings	Sand and gravel	27.21
Drake Hardware Company	Plumbing supplies	.61
Erie Window Glass Company	Turpentine & paint	13.85
Rounsevelle-Rohm, Inc.	Instructional supplies	30.85
E. A. Wright Company	Sheepskins	9.92
Park Motor Company	Repairs to Station Wagon	3.05
Clougherty-Hilbert Company	Repair oil burner-Pres.Home	16.45
Noel Harned	Repairs to lawn mower	2.15
C. E. Helmes, Agency	Truck insurance	12.50
Dep't. of Welfare-P. L.	Conference table	101.15
Armour & Company	Meat, butter, compound	98.72
Dauphin Electrical Supplies	Electrical supplies	14.77
Erie Fish Company	Fish	8.00
Firch Baking Company	Bread	11.25
S. M. Flickinger Company	Peas and nuts	4.45
Sam Katowitz & Sons	Produce	1.25
Lake Shore Ice Cream Co.	Ice cream	10.00
Frank Liemer	Bread	7.42
Loblaw Groceterias, Inc.	Coffee	4.09
Red & White	Groceries	28.64

Swift & Company	Meat, butter	72.57
Sybrant & Case	Fish	.57
United Fruit & Produce	Produce	6.73
Austin Company	Electrical supplies	3.75
W.A. Case & Son Mfg. Co.	Convectors	111.78
Jolleys Pharmacy	Instr. supplies & paint	5.40
Palace Hardware House	Dust mops, screws	3.85
J. H. Weil & Company	Crayon	8.40
Zortman Flour & Feed Co.	Rat poison	1.00
John B. Brooks	Traveling expenses	30.90
C. C. Crawford	" "	22.00
Hazel Mae Ketcham	" "	6.15
Bor. of Edinboro-Water D.	Water rent	46.10
R.T. Brenneman Ser. Station	Oil	33.48
Electro-Lux, Inc.	Repairs to vacuum cleaner	6.00
Dan W. Zeber	Silverware	112.92
Armour & Company	Meat, butter, compound	187.40
Autocall Company	Fire box glasses	1.99
Erie Farm Products	Eggs	7.80
S.M. Flickinger Co., Inc.	Corn, spinach	16.30
Jacob Haller Company	Groceries	23.31
Loblaw Groceterias, Inc.	Coffee	8.27
Pulakos	Mints	2.00
Red & White	Groceries	30.61
Rumsey Electric Company	Flat iron plugs	6.00
Sanitary Farms Dairy	Buttermilk, cottage cheese	8.20
Union Fruit & Produce Co.	Produce	15.50
United Fruit & Produce Co.	Produce	48.13
Edward Eichenlaub	Groceries	2.85
Red & White Store	Groceries	18.60
Duggan-Rider Company	Calendar re-fills	1.40
Erie Window Glass Company	Turpentine	2.80
General Electric Supply	Bulbs	2.75
N. M. Holden Company	Locks & butts	84.11
Jolleys Pharmacy	Denatured alcohol	.50
Zindel & Stauffer	Batteries & bulbs	1.74
F. S. Heinaman	Traveling expenses	4.00
Royce R. Mallory	" "	30.60
E. Leigh Mudge	" "	15.30
Evelyn J. Strohecker	" "	6.00
Pa. Tele. Corporation	Tolls	51.84
R.T. Brenneman Service Sta.	Oil	33.48
Armor Electric Mfg. Co.	Repair generator & drill	3.15
Boyd & Schafer	Repairs to washrooms	38.72
Rusterholtz Wall Paper Co.	Repairs to electric fixtures	47.80
Heyl Physicians Supply Co.	Infirmery equipment	3.75
C. Wilbur Billings	Potatoes	45.00
Crystal Soap & Chem. Co.	Soap	1.88
Erie Fish Company	Fish	7.75
Firch Baking Company	Bread	18.90
Lake Shore Ice Cream Co.	Ice cream	55.00
Frank Liemer	Bread	25.99
Paxson Manufacturing Co.	Sweeping compound	2.63
N. E. Schruers	Milk	103.95
Schuler's Foods, Inc.	Potato chips	6.49
Sybrant & Case	Oysters, meat, groceries	7.65
Forrest H. Nourse Elec. Co.	Labor rewiring Reeder Hall	452.03
Penn'a. Electric Company	Electric service	288.02

Atlantic Syrup Refining Co.	Canned goods	10.60
Atmore & Son	" "	8.55
Bachman Chocolate Mfg. Co.	" "	.80
Beadle & Company	" "	2.90
C. F. Bonsor & Co., Inc.	" "	28.29
Charley Brothers	" "	17.65
Dep't. of Welfare-P.L.	" "	35.24
Falcon Packing Co., Inc.	" "	8.00
International Salt Co.	Salt	5.90
Jaburg Brothers	Canned goods	33.63
Jersey Belle Food Prod.Co.	" "	11.50
Francis H. Leggett & Co.	" "	20.46
L. H. Parke Company	" "	103.09
Reeves Parvin & Co.	" "	49.21
Seeman Brothers, Inc.	" "	72.18
Felix Spatola & Sons	" "	9.81
David Spruks Company	" "	28.40
R.C.Williams & Co., Inc.	" "	42.45
Armour & Company	Meat, cheese, chicken, compound	218.73
Atlantic Southwestern Broom Co.	Brooms	3.55
Donaldson Paper Company	Paper towels, mimeo paper	55.94
Enterprise Mill Soap Works	Ammonia	2.14
Erie Farm Products Co.	Butter	42.88
Firch Baking Company	Bread	16.83
Jacob Haller Company	Groceries	28.31
Hygrade Sylvania Corp.	Lamp bulbs	15.06
Sam Katowitz & Son	Produce	22.73
Loblaw Groceterias, Inc.	Coffee	3.77
Red & White	Groceries	36.73
Solarine Company	Furniture polish	.98
S. Strunz & Son, Inc.	Toilet soap	2.31
Sybrant & Case	Oysters	10.20
Union Fruit & Produce Co.	Produce	20.37
United Fruit & Produce Co.	"	3.00
Meyers & Johnson	Architects Services	125.00
E. M. Hale & Company	Magazine subscription	2.00
Mayfair Agency	" "	293.75
Record Publishing Company	Newspaper	2.50
C. C. DeVore	Lumber & doors	207.63
Milloy Lumber Company	Lumber	68.04
Palace Hardware Company	Hardware	3.75
Carmon Ross	Traveling Expenses	18.25
Charles B. Stegner	" "	10.40
Atlantic Refining Company	Gasoline	.95
Pennsylvania Telephone Co.	Service & tolls	52.43
C. F. Burkhardt	Tuning piano	4.00
Underwood Elliott Fisher	Repairing typewriters	24.80
Boston Store	Mirrors	6.75
Junior Literary Guild Co.	Library books	74.00
C. D. Norris Coal Co.	Coal	1,068.77
Dep't. of Welfare-P. L.	Registration Cards	10.63
C. J. Christensen	Traveling Expenses	141.50
Sarah Pettit	" "	12.00
R.T.Brenneman Service Sta.	Oil	33.48
Clougherty-Hilbert Co.	Repairs to oil burner	6.87
Lakes Engineering Co.	Repairs to hot water lines	63.40
Atmore and Son	Canned goods	8.55
Charles Brothers	" "	23.65

Dep't. of Welfare-P. L.	Canned goods	34.52
Falcon Packing Company	" "	8.00
S.M.Flickinger Company	Groceries	34.55
Germantown Electric Supply	Cartridge fuses	20.00
Jacob Haller Company	Groceries	14.50
International Salt Co.	Salt	5.90
Jaburg Brothers	Canned goods	5.50
Jersey Belle Food Products	" "	11.50
Francis H. Leggett & Co.	" "	19.45
National Peanut Corp.	Nuts	12.25
Ontario Biscuit Co.	Crackers	3.66
Sanitary Farms Dairy	Dairy products	9.70
Schaffner Bros. Co.	Meat, butter, shortening	87.53
Arthur F. Schultz Co.	Marshmallows	.83
Union Fruit & Produce Co.	Produce	12.25
United Fruit & Produce Co.	Produce	2.13
R. C. Williams & Co., Inc.	Canned goods	89.12
City Market	Meat, groceries	2.13
Sybrant & Case	" "	2.02
Boylston Steam Spec. Co.	Parts for steam trap	5.30
Jolleys Pharmacy	Shellac & alcohol	1.65
Kee Lox Manufacturing Co.	Typewriter ribbons	4.50
Reinhold Pharmacy	Infirmiry supplies	1.45
Waldo F. Bates, Jr.	Traveling Expenses	11.50
J. E. Ball	Repairs to plumbing	34.20
C. F. Burkhardt	Tuning pianos	15.00
Armour & Co.	Cooking oil, meat, compound	46.52
N. Brittingham & Sons	Soda for fire extinguishers	4.20
Erie Farm Products Co.	Butter	19.84
Erie Fish Company	Fish	8.00
Firoh Baking Company	Bread	15.70
J. B. Ford Sales Co.	Dishwashing compound	18.82
J. E. Fricke Company	Mops	11.30
Lake Shore Ice Cream Co.	Ice cream	66.25
Frank Liemer	Bread	32.54
Loblaw Groceterias, Inc.	Coffee	8.27
National Peanut Corp.	Peanuts	.85
Red & White	Groceries	38.90
N. E. Schruers	Milk	119.98
Schuler's Foods, Inc.	Potato chips	3.38
C. D. Norris Coal Co.	Coal	974.13
Pennsylvania Elec. Co.	Electric service	270.57
Dep't. P. & S. Pur. Fund	Blank cards	.31
Telegraph Press	" "	.15
Universal Pub. Syndicate	Library binding	111.29
H. W. Wilson Company	" subscription	.50
City Market	Groceries	1.39
Atlantic Refining Co.	Engine & cylinder oil	10.25
Austin Company	Tin	.35
Jolleys Pharmacy	Pictures	1.55
Palace Hardware House	Sash cord	2.43
C. J. Christensen	Traveling expenses	69.60
F. S. Heinaman	" "	8.00
Jane S. Ludgate	" "	4.65
Royce R. Mallory	" "	20.50
Sarah Pettit	" "	8.00
Nettie M. Ruttle	" "	15.00
L. H. Van Houten	" "	47.90

G. Frances Whitney	Traveling Expenses	29.85
W. V. Zahniser	" "	34.70
Park Motor Company	Repairs to Station Wagon	2.75
Swaney Chevrolet Sales	" " Truck	2.15
Pa. Telephone Corp.	Telephone service & tolls	49.55
R.T.Brenneman Service Sta.	Oil	33.48
Lakes Engineering Co.	Repairs to hot water lines	8.80
Armour & Company	Meat & soap chips	41.35
Bachman Chocolate Mfg. Co.	Cocoa	.80
Charley Brothers	Pineapple Juice	6.00
Dep't. of Welfare-P.I.Div.	Scrub brushes	2.65
Donaldson Paper Co.	Mimeo Paper	29.14
Erie Fish Company	Fish	7.10
Erie Window Glass Co.	Stain, shellac, alcohol	9.98
Firch Baking Company	Bread	14.28
S.M.Flickinger Co., Inc.	Frozen spinach	5.04
Jacob Haller Company	Groceries	24.40
Roy Kahne	Brushes	4.80
Kemp, Day & Company	Canned cherries	6.62
Frank Liemer	Bread	13.04
Loblaw Groceterias	Coffee	6.52
National Biscuit Co.	Crackers	4.94
L. H. Parke Company	Canned plums	9.88
Red & White	Groceries	28.69
Reeves, Parvin & Co.	Canned peas	21.68
Seeman Brothers, Inc.	Canned goods	59.94
Felix Spatola & Sons	Canned goods	30.63
David Spruks Company	" "	29.40
Sybrant & Case	Meat	1.25
H.M.Wagner & Co., Inc.	Canned beans	20.76
Boyd & Schafer	Lath, Bricks, Cement	13.66
Amer. Ass'n. Tchrs.Colleges	Membership Fee	50.00
Armor Electric Mfg. Co.	Repair coil & motor	6.50
Atlantic Refining Co.	Cylinder oil	2.40
Austin Company	Valve grinding compound	.75
C. Wilbur Billings	Sand and potatoes	47.28
General Electric Supply Co.	Electrical supplies	510.68
Kelly Studios	Pictures	10.50
Keystone Feed and Supply	Rock salt, & lime	4.60
Scheidemantel Tire & Bat. Ser.	Gasoline	.61
Zindel & Stauffer	Electrical supplies	1.40
J. E. Ball	Plumbing repairs (cab.	41.81
J.W.Campbell Company	Steel shelves for storage	5.42
Pub.Sch.Emp.Retirement Bd.	Am't.due retirement fund	1,277.17
Appleby Bros. & Whittaker	Jenkins valves	12.78
Armour & Company	Meat, butter, cheese, oil	139.36
C.F.Bonsor & Co., Inc.	Canned goods	33.74
Dep't. P. & S. Pur. Fund	Mimeo paper	27.64
Erie Farm Products Co.	Butter	27.90
Erie Fish Company	Fish	7.10
Garlock Packing Co.	Manhole gaskets	20.66
Jacob Haller Company	Sugar	5.05
Frank Liemer	Bread	10.06
Loblaw Groceterias	Coffee	4.57
National Peanut Corp.	Peanuts	.85
Red & White	Butter, eggs, onions	31.10
Chas. W. Speidel & Co.	Thumb tacks	.99

David Spruks Company	Grape fruit juice	10.00
Swift & Company	Meat, cheese, compound	122.12
Red & White	Groceries	11.80
General Elec. Supply Corp.	Fuse links	.72
Roy Kahne	Glassware	14.81
LeJeal Automotive Service	Electrical supplies	1.35
Palace Hardware House	Supplies	12.81
Carmon Ross	Traveling Expenses	66.50
Armor Electric Mfg. Co.	Repairs to scrubbing machine	1.50
Blystone Mfg. Co.	Repairs to campus bell	.45
Durst & Company	Repairs to pipe organ	15.00
Gust Krack & Son	Repairs to roof-Loveland H.	72.50
L. V. Sherwood	Welding	.50
Swaney Chevrolet Sales	Repairs to lawn roller	1.50
Baker & Taylor Co.	Library books	329.35
Armour & Company	Chickens, meat, butter	112.32
Dep't. of Welfare-P. L.	Canned goods	28.44
Firch Baking Company	Bread	16.16
S. M. Flickinger Company	Peas	2.60
Jacob Haller Company	Groceries	37.90
Keps Electric Company	Fuse links	1.22
Lake Shore Ice Cream Co.	Ice cream	41.32
Libby, McNeill & Libby	Canned goods	222.39
Frank Liemer	Bread	18.52
Loblaw Groceterias, Inc.	Coffee	3.26
L. H. Parke Company	Canned goods	32.33
Reeves, Parvin & Co.	" "	48.30
Sanitary Farms Dairy, Inc.	Buttermilk, cottage cheese	7.25
N. E. Schruers	Milk & cream	133.55
State Products Co.	Canned goods	18.54
Pa. Electric Company	Electric service	336.20
C. D. Norris Coal Co.	Coal	693.23
City Market	Groceries	2.83
Boyd & Schafer	Plaster paris	7.60
Electrolux, Inc.	Hose for vacuum cleaner	4.00
Gen. Electric Supply Corp.	Electrical supplies (poison	5.03
Jolleys Pharmacy	Flashlight batteries & ant	1.85
Milloy Lumber Company	Plaster	16.60
Star Electrical Company	Electrical supplies	.95
F. S. Heinaman	Traveling Expenses	8.00
Jane S. Ludgate	" "	3.10
Royce R. Mallory	" "	24.50
E. Leigh Mudge	" "	2.50
Sarah Pettit	" "	14.00
Nettie M. Ruttle	" "	10.00
Evelyn J. Strohecker	" "	12.00
Dailey's Chevrolet	Repairs to truck	46.55
Park Motor Company	" " station wagon	14.13
Scheidemantel Service Sta.	" " truck	1.00
Swaney Chevrolet Sales	" " "	4.15
Pa. Telephone Corp.	Telephone service & tolls	49.60
Bor. of Edinboro, Water Dept.	Water Rent	57.40
R.T. Brennaman Service Sta.	Fuel oil	33.48
Donahue Brothers Insurance	Insurance	18.68
Penn'a. State College	Fees for laundry service	12.50
Hobart Mfg. Co.	Coffee frinder	35.00
Erie Fish Company	Fish	9.50
Firch Baking Company	Bread	26.08
James Good, Inc.	Trisodium Phosphate	52.65

Hygrade Sylvania	Lamps	24.75
Lake Shore Ice Cream Co.	Ice cream	33.65
Libby, McNeill & Libby	Canned goods	19.72
Frank Liemer	Bread	14.42
Office Equipment Co.	Stencils	71.40
L. H. Parke Company	Canned goods	47.89
Penn Supply Company	Putty	2.65
Red & White	Groceries	20.12
Standard Oil Co. of Pa.	Kerosene	18.50
A. Steiert & Son	Scrub brushes	2.30
Sybrant & Case	Groceries, butter	21.11
Thompson & Company	Turpentine	8.80
	Total	16,079.31

Summary

1935-1937 Appropriation	\$551.50
1937-1939 Appropriation	<u>15,527.81</u>
	\$16,079.31

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

James Wood	\$23.00 - Housing Fee
Ponziano Manning	5.20 - " "
Stephanie Urban	8.00 - Contingent Fee
Mary Rouault	25.00 - " "

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

- I. Routine
 - A. Reading of Minutes
 - B. Requests for Refunds to Students
 - C. Presentation of Warranted Bills
- President's Report (II-X)
- II. Status of Budget
- III. Summer Session--Guest Faculty Members
 - Model Rural School--Harriette M. Olin, Potsdam, N. Y.
 - Junior High School--Dr. May Hall James, New Haven, Conn.
 - Dr. Edward Worthington, Cheltenham Schools
 - Anabel Sober, East Stroudsburg Teachers College
 - John Gillespie, Erie
 - Elementary School --Miss Helleene Jones, Erie
 - Miss Grace Gladstone, Fredonia Normal School
 - Geography(College)--Miss Pauline Schwartz, New Haven Normal School
 - Visual Education --Dr. James G. Sigman, Director of Visual Education, Philadelphia Schools
- IV. Resolution for Payment of Fees:
 - Dr. W. M. Lewis, Commencement Speaker, \$75.
 - Dr. Ralph McAfee, Baccalaureate Speaker, \$25.

- Dr. W. B. Townsend, Reading Clinic, Summer Session, \$75.
 Dr. Paul H. Wueller, Rural School Conference, \$50.
- V. Equipment for New Buildings
 A. Categories "A" and "B"
 B. Categories "C" and "D"
- VI. Status of Physical Education Position
- VII. Events
 April 30--Third Annual Rural School Conference
 May 7 --Annual High School Guest Day
 May 21 --Alumni Day
 May 22 --Baccalaureate Sermon--Dr. Ralph McAfee
 May 24 --Commencement at 10 a.m. Address by Dr. W. M. Lewis, President of Lafayette College
- VIII. (a) Publications Ready:
 Summer Session Catalogue
 Regular Catalogue
 (b) Publications in Preparation:
 Book of Murals
 Art Bulletin
- IX. (a) Status Coal Contracts: Contract Cancelled
 (b) Procedure for Purchase of Coal for 1938-39
- X. Enrollment Prospects: Summer Session
 Year 1938-39
 See Enrollment Data in Catalogue

Upon motion of Mr. Loveland, seconded by Mr. Marsh, the following list of Summer Session Guest Faculty members were approved as recommended by Dr. Ross. Their salaries to be \$250.00 each, for six weeks service.

- Model Rural School - Harriette M. Olin, Potsdam, N. Y.
 Junior High School - Dr. May Hall James, New Haven, Conn.
 Dr. Edward Worthington, Cheltenham Schools
 Anabel Sober, East Stroudsburg Teachers Col.
 John Gillespie, Erie
- Elementary School - Miss Hellene Jones, Erie
 Miss Grace Gladstone, Fredonia Normal School
- Geography(College) - Miss Pauline Schwartz, New Haven Normal "

Visual Education Teacher, Dr. James G. Sigman, Director of Visual Education, Philadelphia Schools, was approved at a salary of \$200.00 for 3 weeks service.

Upon motion of Mr. Marsh, seconded by Mr. Loveland, the following list of speakers were approved as recommended by Dr. Ross.

- Commencement Speaker - Dr. W. M. Lewis, \$75.
 Baccalaureate Speaker - Dr. Ralph McAfee, \$25.
 Rural School Conference Speaker - Dr. Paul H. Wueller, \$50.
 Reading Clinic, Summer Session - 1 wk. Dr. W. B. Townsend, \$75

Upon motion of Mr. Thomas, seconded by Mr. Marsh, the Board approved all items under Category "D" as follows:

- (1) Campus Development:
 a. 2200 feet roadway, 16 feet wide, to reach new heating plant and other new buildings, Hard surface type--amiesite much preferred \$6,000.00

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|--|-------------|
| b. Moving athletic field, building track,
building six tennis courts | \$10,000.00 |
| c. 12,000 square feet concrete sidewalks | 3,500.00 |
| d. Cyclone fence for tennis courts | 1,500.00 |
| e. 600 feet curbing | 600.00 |
| f. Moving and re-locating some campus lights
on account of new driveway; moving and re-
locating concrete walk along new driveway,
1000 feet | 1,000.00 |
|
(2) <u>Remodeling and Equipment for Kitchens:</u> | |
| <u>Equipment</u> --Ranges, oven, steam table, refri-
gerator, fry kettle, dish washers, dish warm-
ers, urns, tables, miscellaneous | 8,000.00 |
| <u>Remodeling Room</u> | 4,000.00 |
| Note: All cooking now done on old coal ranges;
all electrical equipment very old and hardly
fit to use; refrigeration plant inadequate and
in very poor condition--unsafe; room needs
changes--new partitions, new floors, new re-
frigerating room. The complete remodeling and
re-equipment of this department exceedingly
necessary. | |
|
(3) <u>Remodeling Old Gymnasium into a Library</u> 40,000.00 | |
| Note: College has no library building, Present
library is located on second floor of Normal
Hall, an unsatisfactory location, inadequate in
size and storage facilities. The present Gym-
nasium is very well adapted for a library build-
ing, offering fine reading room, stack room,
private conference rooms, etc. | |
|
(4) Remodeling present Auditorium into four recita-
tion or class rooms and a speech laboratory room. 20,000.00 | |
| Note: When new auditorium is ready for use, the
old auditorium can be utilized for class rooms
to take the place of the present Recitation
Hall to be demolished. A speech laboratory can
be created by using present stage in old auditorium. | |
|
(5) Remodeling present Library into six class rooms
if old Gymnasium is made into a library 5,000.00 | |
|
(6) Remodeling present quarters used by Training
School to provide for recitation rooms now in
Recitation Hall to be demolished 1,000.00 | |

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

Respectfully submitted,
Katherine H. Sallee
Katherine H. Sallee
Secretary"

Upon motion of Mr. Thomas, seconded by Dr. Renz, bills amounting to \$6,171.05 were received and approved.

C. D. Norris Coal Co.	Coal	468.06
Cottarel Company	Instructional supplies	6.25
Dep't. P. & S. Pur. Fund	Printing requests	.67
Enterprise Paper Company	Adding machine paper	1.04
Erie Engraving Company	Halt tones, line cuts	62.01
City Market	Groceries	1.47
Edward Eichenlaub	Meat	1.68
Red & White	Groceries	52.27
Sybrant & Case	Groceries, & meat	.95
Armor Electric Mfg. Co.	Laundry mangle gear	3.60
Austin Company	Coupling, sheet metal	.57
Harry Barth	Water tumblers	7.20
Electrolux, Inc.	Hose connectors	1.30
Erie Window Glass Co.	Sienna, flatting oil, alcohol	8.10
Gen. Elec. Supply Corp.	Wire and couplings	63.75
Zindel & Stauffer	Silage fork & mouse traps	3.80
F. S. Heinaman	Traveling Expenses	6.00
Carmon Ross	" "	39.00
W. V. Zahniser	" "	46.50
Penn'a. Telephone Corp.	Telephone Tolls	41.94
Blystone Mfg. Co.	Repairs to wheel barrow	.90
Clougherty-Hilbert Co., Inc.	Repairs to oil burner	10.00
Forrest H. Nourse Elec. Co.	Elec. repairs, Normal Hall	240.82
J. N. Wilson Company	Moving building	350.00
Baker & Taylor Company	Library books	329.35
N. Brittingham & Sons	Sash cord	14.09
Coleman Electric Company	Novalux out-outs	2.50
Dep't. of Welfare-P. L.	Envelopes	28.10
Erie Farm Products Co.	Butter	26.40
Erie Fish Company	Fish	8.20
Firch Baking Company	Bread	9.07
E.T. Fraim Lock Company	Padlocks	9.24
Germanstown Electric Sup. Co.	Fuses	12.10
Jacob Haller Company	Flour & matches	38.35
Sam Katowitz & Sons	Produce	12.98
Frank Liemer	Bread	9.88
Loblaw Groceterias, Inc.	Coffee	3.26
Pa. Ass'n. for the Blind	Brooms	4.66
Roberts & Meck, Inc.	Pencil sharpeners	5.58
Sanitary Farms Dairy, Inc.	Dairy products	6.10
Sinclair Refining Co.	Gasoline	35.53
Swift & Company	Meat	89.00
Edward Eichenlaub	Meat	3.88
Atlantic Refining Company	Cylinder oil	20.54
Boston Store	Cleaning fluid	.90
Erie County Electric Co.	Cable	1.25
Palace Hardware House	Parts for lawn mowers	1.91
Reinhold Pharmacy	Infirmery supplies & equip.	5.50
Royce R. Mallory	Traveling Expenses	13.30
Sarah Pettit	" "	10.00
Pa. Telephone Corp.	Telephone service & tolls	50.70
Poehlman's Key Shop	Making keys	1.50
S.M. Flickinger Co., Inc.	Frozen peas	10.40
Lake Shore Ice Cream Co.	Ice cream	25.30

N. E. Schruers	Milk & cream	77.58
Felix Spatola & Sons	Canned goods	58.92
Swift & Company	Compound, meat, chicken	17.15
United Fruit & Produce Co.	Produce	19.65
Pa. Electric Company	Electric service	291.08
Pa. State Education Ass'n.	Advertising	89.28
Dep't. of Welfare-P. L.	Payroll requisitions	1.25
Erie Engraving Co.	Half tones & line cut	7.35
City Market	Groceries	2.41
Sybrant & Case	Meat, cake	.60
Edward Brown, Inc.	Mop wringers	5.28
Coopers	Raw sienna	.60
Crane & McGlenen	High School senior list	5.00
Duro Rubber Stamp Co.	Rubber Stamp	.63
Martin Hardsogg Co.	Crow Bar	.83
N.M.Holden Company	Pipe wrenches	10.40
L. V. Kupper	Pictures	7.50
Scheidemantel Ser. Sta.	Gasoline	.20
Winter Company	Victor needles	1.50
C. J. Christensen	Traveling Expenses	164.60
F. S. Heinaman	" "	6.50
Jane S. Ludgate	" "	2.50
Carmon Ross	" "	32.75
Nettie M. Ruttle	" "	12.50
W. V. Zahniser	" "	34.70
Austin Company	Repairs to plumbing	2.99
J. E. Ball	" " " & urn	34.15
James Beresford	Painting	12.60
Edward F. Brown	"	12.60
Frank E. Nichols	"	12.60
John Ratkiewica	"	12.60
Pittsburgh-Erie Saw Corp.	Rental of saws	3.00
State Workmen's Ins. Fund	Insurance	75.03
C. L. Haynes	Flowing walks (snow)	12.00
Baker & Taylor Company	Library book	.67
Armour & Company	Compound	5.83
Dauphin Elec. Sup. Co.	Electrical supplies	3.47
M. J. Earl	Waxed paper	5.75
Enterprise Paper Company	Paper napkins & lunch boxes	38.25
Erie Farm Products Co.	Butter & cheese	31.97
Erie Fish Company	Fish	7.10
S. M. Flickinger Co., Inc.	Frozen peas & cocoanut	7.45
Industrial Paint Co.	Raw sienna	4.44
Loblaw Groceterias, Inc.	Coffee & pecans	12.23
Manywash Laundry Textiles	Duck for mangles	5.55
Peerless Paper Mills	Paper towels	26.90
Albert Ransom	Coffee urn bags	2.16
Red & White	Groceries	59.33
Reeves, Parvin & Co.	Mustard & salmon	7.53
Sanitary Farms Dairy	Buttermilk & cottage cheese	5.55
Swift & Company	Meat	12.03
United Fruit & Produce Co.	Produce	38.79
Commercial Blue Print Co.	Blue line prints	3.00
Dep't. of Welfare-P.L.D.	Store ledgersheets	12.40
Erie Engraving Co.	Line cuts	18.78
Sybrant & Case	Meat	.20
William F. Gable Co.	Sherbets	3.96
Harrisburg Stencil Works	Red ink	.70

Jolleys Pharmacy	Pictures & enlargements	9.40
Kelly Studios	Film packs	7.00
Service Supply Corp.	Torches, wrenches, ladder	18.20
Zindel & Stauffer	Tape, rat traps, glazier pts.	1.25
Zortman Flour & Feed Co.	Bone meal, rat poison	3.72
Park Motor Company	Repairs to Station Wagon	14.25
Penn'a. Telephone Co.	Telephone Tolls	21.03
Noel Harned	Repairs to lawn roller	1.00
H. B. Hewlett	Painting flag pole	8.00
L. Vincent Metz	Marking blue line prints	10.00
C. Wilbur Billings	Ice	1.33
City Market	Meat	3.97
Crystal Soap & Chem. Co.	Bleach Powder	14.40
Erie Farm Products Co.	Frozen peas & spinach	17.28
Firch Baking Company	Bread	11.04
Jacob Haller Company	Granulated sugar	4.93
Johnston, Keffer & Trout	Hot cups & backing cups	22.65
Lake Shore Ice Cream Co.	Ice cream	67.39
Frank Liemer	Bread	11.18
John J. McGrath, Inc.	Wiping cloths	10.88
Morgan Chemical Company	Dishwashing compound	27.00
National Peanut Corp.	Mixed nuts	2.95
Oleum Products Co.	Silver polish	2.45
Paxson Mfg. Co.	Sweeping compound	5.56
Pulakos	Mints	2.00
Red & White	Groceries	23.97
N. E. Schruers	Milk & cream	94.08
Scranton Paper & Twine Co.	Paper plates	6.50
William V. Soder	Chickens	12.60
Solvay Sales Corp.	Cleansing soda	5.55
Swift & Company	Chickens & cubed steak	69.07
Toledo Plate & Window Glass Co.	Glass	24.38
United Fruit & Produce Co.	Fruit & produce	23.46
J. H. Weil & Co.	Paper clips	1.95
York Paint & Hardware Co.	Buckets & shovels	17.04
Library of Congress	Library cards	42.57
City Market	Groceries	7.10
Edward Eichenlaub	Meat	3.96
Red & White	Groceries	18.26
Sybrant & Case	Groceries	3.22
William Paravano	Sheepskins	30.90
C. C. Crawford	Traveling Expenses	15.90
Royce R. Mallory	" "	14.00
Sarah Pettit	" "	10.00
Evelyn J. Strohecker	" "	4.00
L. H. Van Houten	" "	18.00
Pa. Telephone Corp.	Telephone Service & tolls	51.75
R.T. Brenneeman Service Sta.	Fuel oil	33.48
Domestic Fuel Co.	Coal	280.44
C. Wilbur Billings	Plowing & grading	4.00
Dauphin Elec. Sup. Co.	Friction tape & rubber tape	2.40
Hygrade Sylvania Corp.	Lamps	32.28
Johnston, Keffer & Trout	Toilet tissue	46.30
W. V. Zahniser	Traveling Expenses	18.60
Armour & Company	Meat, compound, butter	107.90
Firch Baking Company	Bread	15.16
Frank Liemer	Bread	17.96
Schaffner Bros. Co.	Meat	55.32

United Fruit & Produce Co.	Fruit & produce	71.99
Pa. Electric Company	Electric service	222.49
Poor Richard Printing Co.	Summer catalogue	128.00
City Market	Groceries	2.61
Red & White	Groceries	32.96
Sybrant & Case	Groceries	2.90
Edinboro Floral Co.	Flants	2.80
Erie Hardware Co., Inc.	Rubbish burner	2.80
Hygrade Sylvania Corp.	Lamps	3.71
Publicker Com. Alcohol Co.	Alcohol	4.00
Toledo Plate & Window Glass Co.	Glass	9.59
Atlantic Refining Company	Gasoline & oil	3.48
Scheidemantel Ser. Sta.	Repairs - Station Wagon	7.70
Pa. Telephone Corp.	Telephone tolls	11.62
LeJeal Automotive Service	Repairs to lawn mowers	58.83
C. E. Ward Company	Rental caps & gowns	9.00
Rusterholtz Wall Paper	Cleaning wall paper	19.95
Fritz Tiemann	Moving tree (Digest)	36.00
Campbell's Services	Current service for Code	5.00
Jno. E. Graybill & Co.	Electric fans	105.54
Armour & Company	Meat, butter, eggs, compound	80.07
C.F. Bonsor & Co., Inc.	Canned corn	8.88
A.S. Boyle Company	Wax	18.75
Carman-Roberts Co., Inc.	Wool felt for mangles	42.18
Dep't. of Welfare-P.L.D.	Toweling & coffee	29.45
Enterprise Coffee Co.	Peanut butter	2.16
Firch Baking Co.	Bread	1.44
S.M. Flickinger Co.	Groceries	14.43
United Fruit & Produce Co.	Fruit & produce	10.35
Sam Katowitz & Sons	" " "	29.41
Francis H. Leggett & Co.	Canned tomatoes	17.80
Frank Liemer	Bread (powder)	2.64
National Milling & Chem. Co.	Laundry compound & scouring	54.59
C. M. Root	Wall Board	14.40
Sinclair Refining Co.	Gasoline	35.53
William V. Soder	Chickens	58.80
Standard Brands, Inc.	Dill pickles	3.06
Thomas & Co.	Golden bantam corn	13.95
R.C. Williams & Co., Inc.	Mustard, olives, spices	25.12
York Paint & Hardware Co.	Shovels, trowels, brushes	11.46
	Total	6,171.05

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

Robert Scarpitti	\$8.50 - Housing Fee
Mildred Jenkins	5.00 - Contingent Fee

Upon motion of Mr. Thomas, seconded by Dr. Renz, Mr. Brooks was re-elected Chairman of the Board of Trustees for the ensuing year.

Upon motion of Mr. Thomas, seconded by Miss MacBride, Mrs. Mahoney was re-elected Vice Chairman of the Board of Trustees for the ensuing year.

Upon motion of Mr. Thomas, seconded by Dr. Renz, Mrs. Sallee was re-elected Secretary of the Board of Trustees for the ensuing year.

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

Part A

1. Reading of the Minutes
2. Presentation and Approval of Warranted Bills
3. Election of Officers for the year 1938-39
4. Miscellaneous

Part B--Report of the President

1. Reports submitted to the Department
 - a. General
 - b. Buildings
 - c. State Council
2. The Budget for 1938-39
3. Requisitions submitted by instructors
4. Supplement to the Secondary Building and Remodelling Program--Item "D"
 - a. Laundry Equipment--\$12,000
 - b. Toilets in Normal Hall
 - c. Toilets and washrooms in Haven Hall -- \$10,000
 - d. Complete North Wing to Haven Hall -- \$75,000
 - e. New Library Building --\$125,000
 - f. Building to house store room and laundry -- \$75,000
5. New W.P.A. Project to put Campus in Order
6. Summer Session
 - a. Enrollments:

1934	--	158
1935	--	124
1936	--	145
1937	--	196
1938	--	212
 - b. Difficulties in the way of Summer Session enrollments
 1. Not graduate work
 2. Student load permitted compared with what is allowed elsewhere
 3. Erie local institutions
 - c. Type of visiting instructors
 - d. Compensation
 - e. The Campus Schools
7. The Department of Health Situation

Upon motion of Mrs. Mahoney, seconded by Dr. Renz, the following resolution was adopted:

Whereas, later and more complete study at the Edinboro State Teachers College in so far as its physical plant is concerned reveals the need for additional improvements:

Whereas, the President of the College had already submitted a supplementary items under Class "D", in addition to those submitted on May 6, 1938.

Therefore, be it resolved further, that the Board of Trustees in their regular meeting Thursday, June 30, 1938, approve these supplementary items to Class "D" as submitted since May 6, 1938, and as follows:

1. Completion of North Wing to Haven Hall, \$75,000 about
2. New Library Building to house library now on second floor of Normal Hall, \$125,000 about
3. Renovating and improving toilets in Normal Hall \$10,000
4. Renovating and improving toilets in Girls' Dormitory, \$10,000 about
5. New laundry equipment, \$12,000 about
6. Erection of a modern brick building to house present storeroom and laundry, \$75,000 to \$100,000 (Present storeroom is located in a poor frame building, while the laundry is housed in the basement of Haven Hall.)
7. Pipe Organ for new auditorium

Therefore, the President of the College is hereby authorized to submit these additional needs to the proper authorities through the Department of Public Instruction with the urgent recommendation that these needs be studied carefully and their fulfillment be recommended to the General State Authority.

Furthermore, the Board of Trustees desire to enter upon its minutes its profound appreciation for the fine understanding of the authorities at Harrisburg of the problems existing at Edinboro in rehabilitating the physical plant at the College so long neglected in the past twenty-five years.

Following the suggestion made by the President of the College that a change ought to be made in the personnel of the Department of Health, it was moved by Mrs. Mahoney, and seconded by Miss MacBride, that Mr. Harrison, director of health education for boys should be notified at an appropriate time that his services would not be needed after May 31, 1939. After some discussion during which it was generally agreed that new personnel should be secured for the new program that must follow the completion of the new gymnasium, it was thought better to postpone action until a little later date. To carry out this suggestion, the motion was laid on the table until a later meeting.

Upon motion of Dr. Renz, seconded by Mrs. Mahoney, the meeting was adjourned.

Respectfully submitted,

Katherine H. Sallee
Katherine H. Sallee
Secretary