

Edinboro, Pa.  
February 9, 1940

The regular meeting of the Board of Trustees of the Edinboro State Teachers College was held in the College Board Room, Friday, February 9, 1940 at 11:45 o'clock.

Members present were Messrs. Ritchie T. Marsh, J. K. Earp, F. L. LaBounty, H. C. Lord and N. A. Carlson.

Upon motion of Mr. Lord, seconded by Mr. Earp, the minutes of the regular meeting of the Board, held December 8, 1939 and the minutes of the special meeting of the Board held January 24, 1940 were approved and ordered placed on file.

Upon motion of Mr. Earp, seconded by Mr. LaBounty, bills amounting to \$13,828.96 were approved.

1937-1939 Appropriation

January 1940

Dan W. Zeber	Chinaware	143.65
John R. Waldo Company	Camp stove	15.00
	Total	158.65

1939-1941 Appropriation

November 1939

Penn'a. State Ed. Ass'n.	Advertising	89.28
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December 1939

Penn'a. Electric Company	Electric service	450.30
Pub. Sch. Employees Retirement Board	Am't due retirement board	1,520.65
Dep't. P. & S. Pur. Fund	Blank cards	7.66
Dep't. Welfare-P.L.D.	Administrative supplies	2.20
A. S. Aloe Company	Rubber sheeting	.95
Crawford Sand & Gravel Co.	Sand & gravel	69.81
Erie Sand & Gravel Co.	Limestone Dust	120.21
National Service Engraving Co.	Zinc for Art Dep't.	4.00
Sparrow-Chisholm Company	Bed spreads	78.72
Royce R. Mallory	Traveling Expenses	12.00
E. Leigh Mudge	" "	22.80
Evelyn J. Strohecker	" "	42.80
C. F. Whitney	" "	22.94
Esther Wilson	" "	29.60
Atlantic Refining Company	Gasoline	4.25
Park Motor Company	Repairs to Station Wagon	3.10
Pa. Telephone Corporation	Service & tolls	17.82
T. A. Sheets	Labor - painter	70.80
Plack & Crandall	Rent of truck (garbage)	31.50
C. L. Haynes	Mowing grass, collecting	8.75
Fairbanks, Morse & Company	Scale	21.50
H. C. Perleberg	Library book	12.50
Andrews Paper House of York	Desk blotters	1.13
Appleby Bros. & Whittaker Co.	Fire alarm glasses	6.00
C. Wilbur Billings	Ice, rent of cement mixer	21.67
Business Supply Company	Thumbtacks	1.06
Erie Farm Products Co., Inc.	Butter, cheese, frozen peas	53.25
Fidelity Fire Protection Co.	Fire alarm glasses	4.96
Garlock Packing Company	Asbestos rope packing	8.98

Jacob Haller Company	Groceries	22.38
International Salt Company	Salt	3.80
Sam Katowitz & Son	Cider	5.50
Margaret Kline	Eggs	22.20
Francis H. Leggett & Company	Olives, almond extract	23.29
Libby, McNeill & Libby	Canned goods	351.14
John C. Lower Company, Inc.	Vinegar, tomato juice	53.09
Meadville Bread Company	Bread	33.33
Penn Equipment & Supply Co.	Stencils	67.20
Red and White	Butter	3.35
Roberts & Meck, Inc.	Stenographer's notebooks	1.44
Schenck's	Potato chips & styx	9.50
Arthur F. Schultz Company	Chocolate sprills & candy	9.02
Scott Paper Company	Paper towels	33.50
William V. Soder	Turkey	232.00
Strauss Brothers	Cheesecloth	.79
D. C. Sullivan Company	Candles	8.00
United Fruit & Produce Co.	Fruit & produce	90.42
R. C. Williams & Co., Inc.	Canned goods	123.08
York Paint & Hardware Co.	Steel wool	11.90
Dep't. Welfare-P.L.D.	Vouchers, envelopes, coffee, furniture	194.51
Antrim Hardware Company	Stove bolts	3.76
Atlantic Refining Company	Cup grease	4.63
Bogart Paper Company	Toilet tissue	40.50
Charley Brothers	Canned goods	32.35
Erie Sea Food House	Halibut	11.25
Hygrade Sylvania Corporation	Lamp bulbs	8.61
Sam Katowitz & Son	Cider	4.20
Margaret Kline	Eggs	13.20
Frank Liemer	Bread, yeast	17.82
Meadville Bread Company	Bread	10.29
Noland Company	Hose nozzles	3.42
Red and White	Groceries	23.05
Reeves, Parvin & Company	Canned goods	279.78
Sanitary Farms Dairy, Inc.	Buttermilk, cottage cheese	8.85
Smith's Specialty Company	Nuts	16.75
Swift and Company	Meat, cheese	85.24
Sybrant and Case	Meat	1.60
Telegraph Press	Cutting cards	1.98
United Fruit & Produce Co.	Tomatoes	2.70
Yawman & Erbe Mfg. Company	Folders - Direct name	8.21
Andrews Paper House of York	Paper bags	4.93
William Dixon, Inc.	Instructional supplies	9.78
F. Weber Company	Blankets for etching press	28.21
Evelyn Bergstrom	Traveling Expenses	12.47
Charles W. Ellenberger	" "	11.58
H. L. Offner	" "	21.05
Evelyn J. Strohecker	" "	13.80
International Chain & Mfg.Co.	Truck chains	4.89
Bell Telephone Co. of Pa.	Advertising	.75
Duggan Rider Company	Repairs to mimeograph	6.40
Durst and Company	Tuning & repairing organ	53.78
Gust Krack & Son, Inc.	Repairs to fireplace, etc.	70.00
Edward Eichenlaub	Meat	7.85
Red and White	Groceries	8.51
Sybrant and Case	Meat	3.32
Crawford Sand & Gravel Co.	Sand and gravel	232.00

Eastman Kodak Stores, Inc.	Instructional supplies	8.82
Roy Kahne	Kitchen supplies	12.50
Alfred J. Haller	Traveling Expenses	15.28
Royce R. Mallory	" "	11.68
E. Leigh Mudge	" "	12.20
Sarah Pettit	" "	5.80
Brydon Coal Company	Coal	1,080.46
United Oil Mfg. Company	Fuel oil	32.50
Armor Electric Mfg. Company	Repairs to motors	34.50
Duggan Rider Company	Repairs to mimeograph	5.00
J. L. Hamilton	Rent of chairs	6.00
General Exterminating Co.	Extermination service	5.00
Baker and Taylor Company	Library books	27.20
Boston Store	2 piece Feudal oak suite	89.00
Sherman K. Smith	Instructional equipment	145.00
Lake Shore Ice Cream Co.	Ice cream	29.75
Office Equipment Company	Mimeo ink	7.13
N. E. Schruers	Milk and cream	116.21
William V. Soder	Turkey	4.50
Swift and Company	Meat, butter	67.86
<u>January 1940</u>		
Pennsylvania Electric Co.	Electric service	453.87
S. S. Karkula and Son	Motion picture accessories	896.40
Pa. State Sch. Dir. Ass'n.	Advertising (ing)	3.88
Dep't. of Welfare, P.L.D.	Printing, furniture, towel-	84.80
Boyd and Schafer	Cement	34.80
A. L. Cahn and Sons	Kitchen supplies	11.22
Crawford Sand & Gravel Co.	Sand and gravel	51.76
W. F. Dougherty & Sons, Inc.	Kitchen supplies	3.25
Hospital Supply Company	Rubber pillow case	1.50
Teaching Aids Service	Instructional supplies	1.50
Williams, Brown and Earle	Instr. supplies & equip.	35.81
Zortman Flour & Feed Co.	Roofing paper	6.30
C. Frances Whitney	Traveling Expenses	15.82
Esther L. Wilson	" "	2.90
W. V. Zahniser	" "	14.70
Atlantic Refining Company	Gasoline	1.70
Park Motor Company	Repairs to Station Wagon	4.35
Swaney Chevrolet Sales	" " Truck	5.15
Pa. Telephone Corp.	Service & tolls	73.86
Bor. of Edinboro, Water Dep't.	Water rent	179.30
United Oil Mfg. Company	Fuel oil (House	32.50
Forrest H. Harrison	Repairs to switches-Power	20.00
Lawrence	Cleaning choir robes	31.36
Jno. E. Graybill & Co.	Flat irons	23.70
Keystone View Company	Instructional equipment	11.87
Antrim Hardware Company	Parts for door checks	19.88
Business Supply Company	Waste receptacles	2.58
R. J. Crozier Company	Screws	6.62
Erie Sea Food House	Halibut & oysters	15.25
Garfinkel Products Company	Floor brushes	15.50
Hygrade Sylvania Corporation	Lamps	233.50
Iowa Soap Company	Grit soap	1.80
Sam Katowitz and Son	Fruit & Produce	51.65
Margaret Kline	Eggs	25.80
Kolbe Fisheries Company	Haddock	13.50
Frank Liemer	Bread	10.46
Meadville Bread Company	Bread	24.06
Ontario Biscuit Company	Cookies, crackers	20.51



Pittsburgh Plate Glass Co.	Lacquer thinner	1.20
Price Electric Supply Co.	Conduit straps	2.18
Red & White	Butter	3.50
Reeves, Parvin & Company	Canned goods	50.54
Harry Shapiro and Sons	Screws & screw anchors	3.59
Sinclair Refining Company	Gasoline	36.13
Felix Spatola and Sons	Canned goods	26.02
Swift and Company	Meat, butter	109.24
Sybrant and Case	Ham	11.64
Libby, McNeill & Libby	Canned goods	235.76
Ream's	Instructional supplies	100.16
Appleby Bros. & Whittaker Co.	Magnesia Cement & plumbing supplies	92.11
Austin Company	Plugs and caps	1.56
Boston Store	Curtains and rods	19.33
William Dixon, Inc.	Instr. supplies & equip.	37.44
Palace Hardware House	Steel	6.54
Patterson Brothers	Tools	40.75
Scholnick, Inc.	Aprons	12.90
Willson Products, Inc.	Goggles	1.90
York Paint & Hardware Co.	Tools & garbage cans	40.35
Dan W. Zeber	Chinaware	16.98
Armour and Company	Meat, butter, compound	158.27
C. F. Bonsor & Company	Tea	10.74
Buffalo Bolt Company	Machine bolts	1.03
Dep't. of Welfare-P.L.D.	Coffee, sauerkraut	44.58
Erie Sea Food House	Haddock	14.00
S. M. Flickinger Company	Frozen spinach, strawberries	6.64
Jacob Haller Co.	Dates, nuts, rock salt	11.15
Sam Katowitz & Son	Fruit & produce	37.59
Margaret Kline	Eggs	24.60
Meadville Bread Company	Bread	19.77
Red and White	Butter, lemons, prunes	4.08
Sanitary Farms Dairy, Inc.	Cottage cheese, buttermilk	14.75
Schaffer-Moss Chemical Corp.	Elastic roof cement	3.00
Zindel and Stauffer	Butter	3.80
Adolph C. Zinck	Traveling Expenses	12.80
Bell Telephone Co. of Pa.	Advertising	.75
United Oil Mfg. Company	Fuel oil	32.50
J. E. Ball	Roof & plumbing repairs	80.09
Blystone Corporation	Welding	2.44
Gust Krack & Son, Inc.	Repairs to skylight	16.05
Traveler's Insurance Co.	Insurance on truck	12.50
General Exterminating Co.	Extermination service	5.00
The Quarrie Corporation	Library books	72.80
Brydon Coal Company	Coal	1,861.39
Armor Electric Mfg. Co.	Heater units	1.20
Atlantic Refining Company	Thread cutting oil	.94
C. Wilbur Billings	Gravel	279.02
A. L. Cahn and Sons	Glassware	16.65
Diamond Alkali Company	Chlorine	10.11
John A. Roebling Sons Co.	Wire netting	10.34
Waldo F. Bates, Jr.	Traveling expenses	33.00
Evelyn Bergstrom	" "	11.62
Charles W. Ellenberger	" "	8.36
Alfred J. Haller	" "	21.32
Hazel M. Ketcham	" "	8.00
E. Leigh Mudge	" "	14.90
H. L. Offner	" "	12.80

Carmon Ross	Traveling Expenses	50.20
Evelyn J. Strohecker	" "	14.10
Esther Wilson	" "	28.00
Noel D. Harned	Repairs to Station Wagon	4.25
Pennsylvania Telephone Corp.	Service charge	41.10
J. A. Bushman Company	Letterheads	1.20
Jacob Haller Company	Flour	70.00
Lake Shore Ice Cream Co.	Ice cream	44.63
Frank Liemer	Bread	13.93
Quality Fruit & Produce Co.	Fruit and produce	24.07
Schenck's	Potato chips & styx	22.00
N. E. Schruers	Milk and cream	151.58
Jno. C. F. Snyder & Sons, Inc.	Sweeping compound	5.20
Swift and Company	Meat, butter, compound	203.91
	Total	13,670.31

Total 1937-1939 Appropriation	\$158.65
" 1939-1940	<u>13,670.31</u>

Net Total \$13,828.96

The following Agenda was explained by Dr. Ross:

Part A

1. Reading of Minutes
2. Presentation of Warranted Bills
3. Action on Refunds
4. Resolution re Dr. Crawford and Mr. Sallee
5. Resolution re Payment Commencement Speaker and Baccalaureate Speaker
6. Approval Visiting Instructors for Summer and Post Sessions

Part B -- President's Report

1. Statement re Christmas Dinner, December 18, 1939
  - a. Nature of Program, etc.
  - b. Attendance - First Night - 427  
Second Night - 275  
702

Paid - 383 Adults at 75¢  
132 Students at 50¢  
109 Dormitory People  
78 Guests, cast, etc.  
702
2. Recommendation for Degrees
  - B. S. in Education: \*Chester Lingo, \*Archie Sundback,  
\*Loretta C. Wagner, John B. Wolfe
  - B. S. in Public School Art: Allison Bearce, Jean Strohecker
  - \* Teachers in Service
3. Series of conferences planned with Departments--several held: purpose of each
4. Intra-Mural Recreational Program
5. Difficulties at new Boiler Plant
6. Status Equipment
  - a. Requisitions made
  - b. Employment of architects for fixed and semi-attached equipment

## 7. Enrollments

	First Semester	Second Semester	Loss
Clarion	302	296	6 or 2%
Indiana	1396	1340	56 or 4%
Slippery Rock	562	535	27 or 4.8%
*Edinboro	276	271	5 or 1.8%

\*Dormitory Students at Edinboro increased 9%

Number of new students--Clarion, 14; Indiana, 41; Slippery Rock, 27; Edinboro 16. (Edinboro had largest percent of new students)

## 8. Shortage of Teachers in Elementary Field

No. certificated in 1939--Elementary, 36; Secondary and Art, 43

No. certificated in 1940--Elementary, 17; Secondary and Art, 35

No. Elementary teachers placed in 1939--all

Reason for shortage--Solution, if any

## 9. Coming Events at the College (in addition to regular lecture course)

April 4 - Crawford County Principals

April 6 - Fifth Annual Rural School Conference

April 13- Rural School Music Festival

May 11 - Fifth Annual High School Guest Day

May 25 - Alumni Day

May 226 - Baccalaureate Day

May 28 - Annual Commencement

Annual Dinner of Northwestern Schoolmen's Club

## 10. Recent Speaking Engagements of the President

Corry - Kiwanis

Rotary

Address Annual Y. M. C. A. Dinner

Erie - Kiwanis

Rotary

Edinboro - Shadbush Club--Annual Guest Night Meeting

Oil City - Men's Club, Episcopal Church

Crawford County - Principals' Meeting (February 1)

Grove City - Annual Meeting of Joint P.T.A.'s

Greenville - Annual Dinner Y. M. C. A.

Upon motion of Mr. Lord, seconded by Mr. LaBounty, the Board approved the following resolutions:

1. RESOLVED, That the Board of Trustees of the Edinboro State Teachers College request the approval of a fifteen day leave of absence with pay, on account of illness, for Dr. C. C. Crawford, to date from January 2, 1940 to January 22, 1940.
2. BECAUSE of the continued illness of Dr. C. C. Crawford and because of his length of service for the College, the Board of Trustees request the approval of a further extension of leave of absence with pay for Dr. C. C. Crawford to date from January 22, 1940 to February 9, 1940.
3. BECAUSE of the continued illness of Dr. C. C. Crawford and because of his long and meritorious service, the Board of Trustees request the pre-approval of an extended



leave of absence with pay for Dr. Crawford to date from February 9, 1940 to February 28, 1940, if Dr. Crawford is unable to return to his duties as teacher before this date.

4. RESOLVED, That the Board of Trustees of the Edinboro State Teachers College request the approval of a fifteen day leave of absence with pay on account of illness, for Mr. A. G. Sallee, to date from Wednesday, January 24, 1940 to Monday, February 12, 1940.
5. BECAUSE of the continued illness of Mr. A. G. Sallee and because of his length of service for the College, the Board of Trustees request the pre-approval of an extended leave of absence with pay, for Mr. Sallee, to date from Monday, February 12, 1940 to February 29, 1940 if Mr. Sallee is unable to return to his duties before this date.

Upon motion of Mr. Earp, seconded by Mr. Marsh, the Board authorized Dr. Ross to secure Dr. Ned Dearborn, New York City, as the Commencement speaker and to pay the usual fee of \$100.00 for his services. Dr. Dearborn to pay his own expenses.

Upon motion of Mr. Lord, seconded by Mr. Earp, the Board authorized Dr. Ross to secure Dr. Bruce S. Wright as Baccalaureate speaker paying the usual fee.

Upon motion of Mr. LaBounty, seconded by Mr. Earp, the Board authorized Dr. Ross to secure the services of the following teachers for the Summer Sessions with salaries as listed:-

Muriel J. Bardwell	- 6 weeks	- \$250.00
Grace Gladstone	- 6 weeks	- \$250.00
Anabel Sober	- 6 weeks	- \$250.00
E. W. Worthington	- 6 weeks	- \$250.00
James G. Sigman	- Bost Session-	\$200.00

Upon motion of Mr. LaBounty, seconded by Mr. Marsh, the Board approved for graduation and Degrees the following students:

#### Bachelor of Science in Education

Chester Lingo	Loretta C. Wagner
Archie Sundback	John B. Wolfe

#### Bachelor of Science in Public School Art

Allison Bearce	Jean Strohecker
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The Board adjourned at 1:00 o'clock for luncheon.

The Board re-convened at 2:00 o'clock.

Upon motion of Mr. Lord, seconded by Mr. LaBounty, the Chairman of the Board of Trustees was asked to appoint a committee to confer with the Superintendent of Public Instruction regarding the change to be made in the office of President of the

Edinboro State Teachers College. The resolution passed by the Board at the special meeting held January 24, 1940 to be disposed of formally at the next meeting of the Board.

Upon motion of Mr. Earp, seconded by Mr. Carlson the Board adjourned.

Respectfully submitted,

*Katherine H. Sallee*

Katherine H. Sallee  
Secretary