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MINUTES OF THE BOARD OF REGENTSMURRAY STATE NORMAL SCHOOL

May 15, 1925.

The Board of Regents met at 9:40 A. M., as per resolution of adjournment on May 12, 1925, Vice Chairman T. H. Stokes, presiding. Present: Mr. T. H. Stokes, Mrs. Laurine Wells Lovett, and Mr. James F. Wilson. Absent: Dr. McHenry Rhoads and Mr. G. P. Thomas.

Acceptance of Administration Building.

Mr. W. E. Gore, Architect, appeared before the Board and submitted a verbal report to the effect that the Administration building had been completed in accordance with plans and specifications.

• Moved by Mr. Wilson, seconded by Mrs. Lovett, That on report of W. E. Gore, Architect, that the Administration Building has been completed in accordance with plans and specifications, that the building be now accepted by the Board of Regents of the Murray State Normal School and that check be drawn for the balance due Forbes Manufacturing Company, Hopkinsville, Kentucky, for the general contract. Ayes, Mr. Wilson, Mrs. Lovett, and Mr. Stokes. Noes, none. Carried.

Fischer Heating Company.

The Architect also reported that contract of the Fischer Heating Company for the installation of the heating plant in the Administration Building had been completed in accordance with plans and specifications.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That on report of W. E. Gore, Architect, that Fischer Heating Company of Memphis, Tennessee has completed contract for heating plant of Administration Building in accordance with plans and specifications, that the heating plant be now accepted by the Board of Regents of the Murray State Normal School, and that check be drawn for the balance due, less \$500.00 which is withheld prior to the report of the bonding company as to whether or not the bond covers guarantee of work according to plans and specifications. If bonding company states that bond does cover such guarantee, the President is authorized to draw warrant for balance due on contract. Ayes, Mrs. Lovett, Mr. Stokes and Mr. Wilson. Noes, None. Carried.

Report of President.REPORT OF THE PRESIDENT

Murray, Kentucky,  
May 15, 1925.

To the Board of Regents,  
Murray State Normal School,  
Murray, Kentucky.

Honorable Members:

I submit the following for your information and consideration:

Additional Equipment.

In rechecking items for equipment of Administration building, I note a number of minor things which can be done by local carpenters cheaper by far than will be done by jobbers or manufacturers. The chief items are tables and cabinets for agriculture, biology, sewing and additional book cases and tables for library, and shelving, display boards, and book cases for individual class rooms. I, therefore, recommend that the President be authorized to have so much of this work done under the supervision of Campbell Holt as he deems advisable, provided the total expense does not exceed \$\_\_\_\_\_.

Insurance.

On investigation, I find that a decided reduction in the premiums on insurance is made provided 80 or 90 per cent of the value of the insurance is carried. A reduction of as much as 30% is made provided 90 per cent of property is insured, and provided further that the property is within the city limits. If the property is outside the city limits, the reduction is 10%.

The rebates to which this Board is entitled on cancellation of builder's risk policies on new buildings follow:

Long rates \$857.16      Short rates \$553.20

I submit the above for your information.

Streets, Walks and Drives.

In order that there may be no delay in providing the necessary walks, streets and drives, I recommend that Board appoint a committee on grounds, and that this committee be directed to make specific recommendations to the Board relative to the improvement of streets, walks and driveways at the next meeting of the Board.

Equipment for Wells Hall.

It will probably require from sixty to ninety days after contracts are awarded to install the equipment in Wells Hall. It is only four months and one week until the opening of the Fall semester. I, therefore, recommend that a date be set for awarding contracts for equipment of Wells Hall.

Vacation of Certain Teachers.

The contract of certain members of faculty who are not reemployed expire June 30, 1925. That is only three weeks after beginning of summer school. It would not be to the best interest of the school to assign them classes for so short a time and then fill their places a little later. I doubt if any of these persons should be employed for the full summer term, as they are not to continue for remainder of school year. These persons would be entitled to three weeks' vacation with pay provided they taught through the summer school. I, therefore, recommend that each be given the regular annual vacation with pay effective at close of the current semester or as soon thereafter as their work is completed, all reports made and property in their possession turned over to the President. As I understand it, such procedure is customary in other similar institutions.

City Limits.

I recommend that the normal school property be taken into the city limits at earliest date possible. There are several reasons why I deem such action advisable.

- a. The insurance rate would be lower provided policies covered 90% of value of property.
- b. I see no feasible way for getting streets and side walks all the way from present city limits to the school unless property is taken into the city. The road west of property should be improved as far as Wells Hall. Mr. Broach and I own most of the property west of this street and we favor improvement.
- c. Police protection of the city should be provided for the normal school.

Respectfully submitted,

J. W. Carr,  
President.

Report received and ordered made a part of the record and recommendations considered separately.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the recommendation of the President relative to the installation of additional equipment for the Administration Building by local carpenters be approved and that the President be authorized to make expenditures for same in an amount not to exceed \$1000.00. Carried.

By common consent, the recommendation of the President relative to committee on streets, walks and drives was approved. The committee appointed consisted of Mr. Stokes, Mrs. Lovett and Dr. Carr.

By common consent, it was decided that the committee on equipment of Wells Hall ask for bids to be opened by the Committee on Thursday, June 18, 1925, and that a meeting be held on June 19 to award contract for equipment.

✓ Moved by Mr. Wilson, seconded by Mrs. Lovett, That the recommendation of the President, relative to the vacation of the teachers who have not been employed for the ensuing year be approved. Carried.

#### To Borrow Money.

Moved by Mrs. Lovett, seconded by Mr. Stokes, That at a meeting of the Board of Regents of the Murray State Normal School held at Murray, Kentucky on May 15, 1925, a quorum being present it was resolved that the Chairman or Vice Chairman be authorized to borrow money from the First National Bank, Murray, Ky., Bank of Murray, Murray, Ky., First National Bank, Paducah, Ky., City National Bank, Paducah, Ky., Exchange Bank, Mayfield, Ky., Bank of Marshall County, Benton, Ky., Bank of Benton, Benton, Ky., Cadiz Bank and Trust Company, Cadiz, Ky., and Trigg County Farmers Bank, Cadiz, Ky., from time to time during the year 1925, a sum not in excess of \$150,000.00 at any one time by pledging such assets as may be required or agreed and to renew same in whole or in part from time to time. Carried.

#### Window Shades.

The Committee on equipment for the Administration Building reported that the bid of E. W. A. Rowles for window shades in the Administration Building was the lowest and best bid and recommended that contract be awarded to that firm.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the contract for window shades installed be awarded to E. W. A. Rowles Company for the sum of \$228.20, provided that the window shades to be installed are exact duplicates of the shades installed in the Administration building. Ayes, Mr. Stokes, Mrs. Lovett and Mr. Wilson. Noes, None. Carried.

#### Additional Lights.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the President be authorized to contract with S. D. Dalbey Electric Company for the installation of four additional lights for the campus. Carried.

#### Tablet Arm Chairs.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the contract for 250 tablet arm chairs at \$5.14 each, f. o. b., Murray, Kentucky, be awarded to the Office Equipment Company, Louisville, Kentucky, their bid being the lowest and best bid. Carried. ✓

#### Bent Wood Chairs.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That contract for 250 bent wood chairs, No. 1303, at \$3.27 each, f. o. b., Murray, Kentucky, be awarded to the Central School Supply Company, Louisville, Kentucky. Carried. ✓

#### Teachers Desks.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the purchase of 35 teachers' desks be referred to a committee composed of Mrs. Lovett, Mr. Stokes and Dr. Carr. Carried.

Lockers.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the contract for lockers for Administration Building be awarded to Fred Medart Company, St. Louis, Mo., at the following prices:

80 lockers back to back at \$4.13 each  
38 lockers, wall type, at \$4.32 each  
F. O. B., St. Louis, Mo. Carried.

These lockers are to be installed in accordance to the plan submitted by their agent.

Moved by Mr. Wilson, seconded by Mrs. Lovett, That the President open and tabulate bids on supplies. Carried.

Moved by Mrs. Lovett, seconded by Mr. Wilson, That the Board adjourn to meet at 9 o'clock, June 2, in the office of the President. Carried.

Adjourned.



Vice Chairman



Secretary