

August 8, 1943

The Board of Trustees, Arkansas State Teachers College, met in the office of the President, pursuant to written notice of the meeting and its purpose as authorized by the chairman of the board. After assembling the chairman directed the roll call. The following members were present: Chairman George Bachelor, Secretary Bruce Kendall, R. A. Cox Otis Parham and Mrs. George F. McKinney. The following members were absent: Dr. A. M. Elton, and Charles Maze.

Trustee Kendall made a motion that previous action of the Personnel Committee be approved in the following items:

Reelection of Louis Cooper in CAA program at \$212.50 per calendar month.

Granting Anna Carol Fults a leave of absence from September 1, 1943 to July 1, 1944 to attend college on General Education Board fellowship.

Accepting resignation of Nell McGregor as of June 1, 1943 and of Hester Lichlyter as of August 1, 1943.

Increasing cash salary of Mrs. Edith Reynolds from \$62.50 to \$75.00 per calendar month.

Election of Ona Marie Schneider as secretary at \$60.00 per month as of June 9, 1943; Harold Eidson as assistant disbursing officer at \$200.00 per month as of August 1, 1943; and of Dub McGibbony as CAA physical instructor at a salary of \$100.00 per calendar month beginning July 17, 1943.

Trustee McKinney seconded the motion which carried unanimously.

The committee on the college store reported that bids for the operation of the store had been requested through the local newspapers and that three bids had been received as follows:

"I herewith wish to submit a bid of 10% on gross sales for the operation of the college book store. Enclosed you will find certified check for \$100.00 as per instructions" - signed M. W. Newbern, Jr.

- I. "I will agree to operate the Teachers College book store paying 5% rental on gross sales of merchandise as in the past, or I will pay \$100.00 each calendar month for the set up" - signed W. E. Pennington.
- II. "The alternate bid which I made for the Teachers College book store means that I will pay whichever sum which is the greater. However, this should be based over a twelve months period rather than month by month as the bid might seem to indicate" - signed W. E. Pennington

"In accordance with conditions under which the Arkansas State Teachers College book store is to be operated, copy of which has been furnished me and copy of which is attached hereto and made a part thereof, I submit the following bid for the operation of the College Book Store, to-wit:

On the first \$2000 of gross sales I agree to pay - - 11%  
 On the next \$500. above \$2000. I agree to pay - - - 12%  
 On the next \$500.00 above \$2500. I agree to pay - - 13%  
 On the next \$500 above \$3000. I agree to pay - - - - 14%  
 On all amounts above \$3500. I agree to pay - - - - - 15%

All of said sales and payments thereon to be made monthly.

Attached hereto is certified check payable to the Arkansas State Teachers College in the sum of \$100.00, which is tendered in accordance with the conditions hereto attached" - signed Charles M. Heiligers.

Trustee Cox made a motion that the bid of Charles M. Heiligers be accepted under the following conditions:

1. The college provides quarters and electricity, water and heat for all normal purposes. Janitor services for the store are to be provided by the store.

2. The college will leave the furniture in the store and which now belongs to the college for the use of the store. (Does not include cases and cash registers.)

3. The terms of the contract will be for three or five years, and can be broken by three months written notice by either party to the contract. If differences arise about the disposition of goods in the store, they will be settled by arbitration, one arbiter appointed by the college, one by the proprietor of the store and the third by the two arbiters named above.

4. Except for cushions and programs, the proprietor of the store will have the right to concessions at college athletic events.

5. The proprietor will observe all precautions necessary to keep on hand required textbooks, and other supplies needed for college students.

6. The supplies and equipment now on hand in the store owned by W. E. Pennington are to be purchased in their entirety by the accepted bidder at the agreed upon price by the bidder and W. E. Pennington but not at less than actual cost prices. The store premises will be vacated by Mr. Pennington not later than August 18, 1943, unless he is the successful bidder; or unless the successful bidder and Mr. Pennington agree otherwise. The transfer must be completed by September 1, 1943.

7. Any person or persons submitting a bid will be required to enclose with his bid a certified check for \$100.00 made to Arkansas State Teachers College. To all unsuccessful bidders the check will be returned after bids are opened. In the case of the check submitted by the successful bidder, it will be applied toward the first rental payments.

8. Rent will be paid to the business office on the first of each month.

9. Operation of the P B X now in the college store will be the responsibility of the college book store and without cost to the college.

10. Bids are to be submitted as: a. A monthly cash rent  
 and / or  
 b. A percent of gross sales  
 to be paid each month.

11. The Board of Trustees withholds the right to reject any and all bids.

Trustee Kendall seconded the motion, which was carried unanimously.

Chairman Bachelor then directed President Irby to notify all those persons who had submitted bids of the action of the board, returning submitted checks, except in the case of Charles M. Heiligers whose check for \$100.00 was credited to his first rental payments.

President Irby presented financial data on the college farm for the last fiscal year, showing that the farm had operated at a loss of \$2756.39 and that the value of live stock had decreased from a value of \$7635.00, July 1, 1942 to \$6711.00, July 1, 1943. He also stated that the loss of calves on the farm due to unexplained causes had been considerable and that the financial loss was not included in the above figures.

After general discussion of the farm operation, Trustee Kendall moved that Trustee Bachelor and President Irby be appointed as a committee with executive powers to put the farm as nearly as possible on a paying basis. Trustee Parham seconded the motion which carried unanimously. The same motion provided that fire and tornado insurance be purchased for the college barn to the amount of \$500.00 and for the milk house and dormitory for \$2000.00 and that the insurance be placed locally according to the insurance plan adopted by the board. The motion also provided that boiler insurance be purchased not later than October 15, and that Trustee Bachelor and President Irby be empowered to purchase the insurance.

Trustee Kendall made a motion that Harold Eidson, assistant disbursing officer, be required to furnish surety bond for the same amount now required of Guy E. Smith, disbursing agent, (\$12500). Trustee McKinney seconded the motion which carried unanimously.

President Irby provided a comparison of financial conditions of the college for the last three years. According to the financial report of the disbursing officer

July 1, 1941, the college had current deficit of \$25617.30  
 July 1, 1942, the college had surplus of \$1283.84  
 July 1, 1943, the college had surplus of \$83829.68

President Irby also listed the total capital improvements on the campus at federal expense as approximately \$36000.00, and that the college with an expenditure of approximately \$3000.00 had turned the old heat plant building into three apartments with total value of \$10000.00.

There being no further business the chairman declared the meeting adjourned until the next regular meeting date or until called by the chairman.

George L. Bachelor  
 Chairman

Paul Kendall  
 Secretary

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