

September 7th, 1917.

The Board of Trustees of the Arkansas State Normal School met in the office of the State Superintendent of Public Instruction, September 7th, 1917, with the following members present:

Bond
Oliver
Hutchins
Owen
Dunaway
McDaniel

Lenon - absent

Minutes of the last meetings were read and approved.

Honorable Hal. L. Norwood addressed the Board in behalf of the claim of Mrs. Guilbeau for salary she claims due her for July and August of 1917. Mr. Hutchins moved to compromise with Mrs. Guilbeau by allowing her \$100.00. This motion was voted down as follows:

Hutchins	Aye
Dunaway	Aye
Bond	No
Oliver	No
McDaniel	No

The bids for the erection of the Administration Building at the State Normal School were then opened according to advertisements duly made in the daily local papers. The bids were as follows, to wit:

GENERAL CONTRACT:

J. D. Brock, Hot Springs, Letting 101 (not fire-proof)	\$122,706.00
J. D. Brock, Hot Springs, " " A (fire-proof) add	8,500.00
J. D. Brock, Hot Springs, with alternate B (a) add	4,450.00
J. D. Brock, Hot Springs, " " " (b) deduct	708.00

Deposit check of \$2,000.00 was inclosed.

W. F. Ault, Little Rock, Letting 101A (fire-proof) \$155,947.00
 Alternates etc., not mentioned.
 Deposit check of \$2000.00 was inclosed.

Stewart McGehee Construction Company.
 Bid opened, and proposition was made to Board to carry out plans
 and specification on eight percent basis.

HEATING:

F. E. Newbery Electric Company, St. Louis, Missouri,	\$9204.00
Sodeman Heat and Power Company, St. Louis, Missouri	\$8041.00
Pettit-Galloway Company, Little Rock, Arkansas,	\$9592.00
M. B. Sanders Plumbing and Heating Company, Little Rock, Arkansas,	\$9546.00

PLUMBING:

Pettit-Galloway Company, Little Rock, Arkansas,	\$7432.00
M. B. Sanders Plumbing and Heating Company, Little Rock, Arkansas,	\$5710.00

WIRING: - No bids submitted.

After carefully examining the bids the Board rejected all bids because all were too high and far in excess of the appropriation to build the Administration Building. All checks accompanying the bids were ordered returned, and the Architect authorized to re-advertise for bids for the erection of the Administration Building, leaving out of the plans certain parts such as gymnasium, lockers and showers. A meeting was thereupon called to be held September 21st, at two o'clock, P. M., for opening the new bids.

The building committee and Mr. Torreyson were authorized to consult with Architect Almand and to locate Administration Building on whatever grounds the Committee and President might agree upon.

Registrar Machin filed his annual report which was accepted and ordered filed.

The resignation of Miss Randall of the Department of Home Economics was read and accepted. Miss Randall resigned to accept a similar position in Texas. The successor to Miss Randall was left to President Torreyson to select at his pleasure.

Mr. Torreyson recommended Dan Estes for the position of Acting Head of the Department of Mathematics for one year on trial, at a salary of \$1600 for twelve months work. Mr. Estes was duly elected in accordance with this recommendation. President Torreyson was then instructed to select some one to fill the position of assistant in the Department

of Mathematics left vacant by the promotion of Mr. Estes.

The committee appointed to purchase coal for the school reported a purchase of two hundred tons of coal at \$3.80 per ton, and this action was ratified by the full board. A coal shed was also ordered built to house said coal at a price not to exceed \$100.00.

Judge Hutchins moved that the Board reconsider the election of a Librarian at the Normal School. The motion lost, the members voting as follows:

Bond	Aye
Hutchins	Aye
Dunaway	Aye
Oliver	No
Owen	No
McDaniel	No

On motion of Mr. Oliver the State Auditorial Board was instructed to confer with George B. Cook relative to an accounting by Mr. Cook of the Peabody Fund for the use of the State Normal which was in Mr. Cook's possession during his incumbency as Chairman of the Normal School Board.

The entire matter of Insurance at the Normal School, both fire and tornado, was left to the discretion of the Executive Committee and President Torreyson. A policy of \$12,500 tornado insurance expired September 6th, 1917. This was ordered dropped.

The sum of \$102.00 was voted to purchase supplies for the Agricultural laboratory.

Traveling expenses of members of the Board were allowed as follows:

Mr. Owen	\$9.90
Mr. Hutchins	8.65

There being no further business the Board adjourned to meet September 21st, at 2 o'clock, P. M.

R. G. McDaniel
Secretary.

J. L. Bond
Chairman.