

4-5-1952

## Board of Trustees Minutes, April 5, 1952

Eastern Washington College of Education

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MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
Eastern Washington College of Education  
held at 1:30 p.m., Davenport Hotel  
Spokane  
April 5, 1952

The following members of the Board of Trustees were present: J. Harold Anderson, chairman; Mrs. Frank Laughon and Mr. Charles A. Gonser, members; Dr. W. W. Force, secretary; and Dr. Otis W. Freeman, president of the College.

MINUTES

The minutes of the meeting of March 1, 1952, were read and approved.

APPOINTMENTS

The following appointments were approved:

Lloyd E. Virtue, carpenter foreman, at \$350 per month, effective April 14, 1952

Jack Gardner, Kansas State College, basketball clinic, summer session, \$100 per day for six days, plus expenses

Mrs. Gladys Wallace, instructor in remedial English, spring quarter, at \$100 per month

William McConnell, fireman, return from military leave, at an increase of \$26.66, making his salary \$236.66, effective March 4, 1952

George Gablehouse, assistant in Driver Education, summer session, at \$100 per term

RESIGNATION

The resignation of Donald L. Buckner from his position in Radio and Audiovisual Education was accepted.

LEAVE OF ABSENCE

The Board approved the request for a leave of absence by Robert J. Barnes, Jr., for 1952<sup>53</sup> to attend the Eastman School of Music and the University of Rochester for work towards a higher degree.

The Board further authorized the employment of a substitute for Mr. Barnes.

SALARY ADJUSTMENTS

The following salary adjustments were approved:

Eveus Newland, \$4590, effective September, 1952, upon her return to the staff of the College Elementary School

Margaret McGrath, same status as elementary school staff, with \$100 increase, making her salary for ten months, \$4590

Ramona Wagoner, clerk, registry office, increase from \$150 to \$175

Dave Clark, assistant in science, reduced from \$120 per month to \$80 for April and May, and \$40 for June, because of fewer duties

Revised base salary schedule for part-time music staff, actual salaries to be determined by teaching load each quarter:

Arthur Biehl, from \$3400 to \$3600

Otto Huttenbach, from \$3500 to \$3700

Fred Hartley, increase of \$200

Harold Whelan, from \$3700 to \$3900

effective September, 1952

#### DESIGNATION OF AUTHORITY IN INSURANCE CLAIMS

The following resolution regarding authorization to settle claims for fire losses was approved:

"Resolved that William W. Force, comptroller of the College, be and hereby is appointed and constituted the lawful agent of Eastern Washington College of Education and its Board of Trustees (a state college) with full power to act for said Eastern Washington College of Education and its Board of Trustees in all matters pertaining to the adjustment, compromise and settlement of all claims for losses sustained or to be sustained by said Corporation by reason of the fire which occurred on or about the 14th day of December, A. D. 1951, including all claims against the Fire Insurance Companies interested in said losses, and to execute for said Corporation in its name or otherwise, all documents, appraisal and other agreements, proofs of loss, receipts and releases as may in his judgment be necessary or desirable in the premises."

#### KERSTETTER GIFT TO LOAN FUND

Mrs. W. A. Kerstetter, Middleburg, Pennsylvania, has written that in honor of her husband who attended, EWCE, she has designated the college as recipient at her death of about \$10,000 to serve as a student loan fund.

#### TRAVEL REQUESTS

The following travel requests were granted:

Weston C. Wilsing, 6¢ per mile, to attend WBEA and CBEA conventions at Berkeley, California, April 7-8. He will pay his other expenses and will transport other teachers from the department gratis.

Otis W. Freeman, to attend and present paper at meeting of International Geography Congress in Washington, D. C. in August, each member of the Board to receive copy of the paper.

The President was authorized to approve or reject travel requests in the Northwest not to exceed \$50.00 per faculty member for attendance at professional meetings or at college business.



## JOINT MEETING OF PRESIDENTS AND BOARDS

The Board accepted the date of Friday, May 23, as the time for a meeting of the presidents and boards of trustees of the three colleges of education at Ellensburg.

## SETTLEMENT WITH BUSBOOM AND RAUH

The Board approved the following settlement with Busboom and Rauh, contractors:

Payment of \$600 by the college for supports of equipment in the kitchen of the new dormitory, change orders for which had not been signed.

Allowance of \$1200 by Busboom and Rauh for heat in dormitory while under construction. Balance from Busboom and Rauh would amount to \$600. No further payments are to be made on grading around dormitory.

## SIDEWALK AROUND NEW DORMITORY

It was moved and seconded that approval be given for construction of a sidewalk around the new dormitory to the extent of \$4,036.06 (including tax) and that the payment for this be taken from capital expenditure fund of the state appropriation for 1951-53. Motion carried.

## PLANS FOR NEW SCIENCE BUILDING

It was moved and seconded that the following resolution be adopted:

First, that George M. Rasque, college architect, be authorized to revise previously prepared plans for a science building, and

Second, that Mr. Rasque be paid for the actual cost of the revision of the plans, and

Third, that such payment be applied against the regular architect's fee when the building is constructed.

Motion carried. Mr. Rasque was present and agreed to this arrangement.

## CONSTRUCTION

It was moved and seconded that plans and specifications for the following construction be approved, and that the college architect be authorized to advertise for bids on this construction, bids to be opened at Mr. Rasque's office at 10:30 A.M., May 10, 1952. Motion carried.



- (a) Steam line to the Fieldhouse
- (b) Electrical re-wiring of Showalter Hall
- (c) Asbestos shingling for radio and industrial arts buildings
- (d) Painting and outside repairing on various buildings  
(See attached list)

DATE FOR NEXT MEETING

The date for the next meeting of the Board of Trustees was set for 10:30 a.m., Saturday, May 10, 1952, in Mr. Rasque's office in the Washington Trust Building.  
ADJOURNED

The meeting adjourned at 4:00 p. m.

APPROVED

Harold Anderson  
J. Harold Anderson, Chairman

W W Force  
W. W. Force, Secretary

April 3, 1952

Dr. O. W. Freeman, President  
Eastern Washington College of Education  
Cheney, Washington

Re: Renovations of Buildings, EWCE  
Cheney, Washington

Dear Dr. Freeman:

As per your request of March 3, 1952 with reference to preparing estimates and specifications for the various buildings mentioned and extension of the heating lines to the Field House, we are pleased to submit to you the following estimates based on the Scope of the Work as called for in the specifications:

1.	Sutton Hall .....	\$ 3,200.00
2.	Martin Hall .....	2,600.00
3.	Radio Building .....	1,310.00
4.	Industrial Arts .....	1,465.00
5.	Showalter Hall .....	3,600.00
6.	Heating Plant .....	400.00
7.	Monroe Hall .....	2,270.00
8.	Hargreaves Library .....	900.00
9.	President's Residence and Garage .....	325.00
10.	Senior Hall .....	2,450.00
11.	Student Union .....	2,435.00
12.	Women's Residence Hall .....	650.00
	Total General .....	21,605.00

ELECTRICAL

1.	President's Residence .....	480.00
2.	Hargreaves Library .....	420.00
3.	Chlorinator Pump .....	120.00
4.	Larger Junction Box & Cutter.	450.00
5.	Installation new breaker panel	320.00
6.	Main Panel .....	3,660.00
7.	New Distribution Panel .....	1,300.00
8.	New Feeder Cables .....	2,860.00
9.	New Distribution .....	525.00
10.	Replace Cables .....	1,680.00
	Total Electrical .....	\$11,815.00

EXTENSION HEATING LINES

Z-Crete (Poured in Place) .....	\$51,605.00
Ric-Wil .....	60,000.00
SUB-TOTAL .....	General-\$21,605.00
	Electrical 11,815.00
	Mechanical 51,000.00
	\$84,420.00

This does not include 6% architect's fee and 3% state sales tax.

Respectfully submitted,  
/S/ GEO. M. RASQUE

GMR:fm  
cc:Mr. Marion Surbeck



April 2, 1952

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Results and recommendations from Electrical Survey at Eastern Washington College of Education - Cheney, Washington.

Gentlemen:

The following items of electrical corrections and additions are recommended in order to correct existing overloaded or dangerous conditions together with the estimated approximate installed cost of each item.

ITEM #1. Installation of snow-melting cables on the roof, balcony, gutter and downspouts of the President's Residence. The installation of these cables will prevent further damage to the gutters and downspouts by preventing the build-up of snow and ice of roof . . . . . \$480.00

ITEM #2. Installation of snow-melting cables on front portion of Hargreaves Library. This type of roof has concealed gutters and the build-up of snow and ice causes the snow to bridge over the gutters and cause large icicles, the breaking and falling of these icicles over the main entrance could inflict bodily injury. . . . . 420.00

ITEM #3. Replacement of present open wiring with wiring in conduit between the main water pump starter and the chlorinator pump motor and its control. The present open wiring is subject to mechanical injury and failure. Failure or injury to this wiring would render the chlorinator motor inoperable. . . . . 120.00

ITEM #4. Installation of larger junction box and wiring gutter. Respice and reinsulate cables and installation of larger switches at three-phase power center at entrance to heating tunnel. The present wiring at the load center is in bad condition with the present splices not properly covered. Any disturbance of these splices could cause a chain reaction that could put Showalter Hall out of service for several days. . . . . 450.00

ITEM #5. Installation of "dead front" circuit breaker panel to replace present open panel at Social Room of Showalter Hall. The present panel has bare open copper main busses and open switches and is used for control of the Social Room lighting. This panel is operated by the students and in its present condition could cause shock and injury to the operator. . . . . 320.00

ITEM #6. Replace present main panel in heating plant with new dead front fused switchboard with added capacity for proposed new feeder. The present main panel is old and obsolete and the main lighting switch has been badly overheated in one phase. Safety switches have been installed for added work at a height that does not comply with the National Electrical Code requirements. The new proposed panel would embody these switches in its construction. . . . . 3660.00



ITEM #7. Replace present open distribution panel in Showalter Hall with new Dead Front - "Swing-way" - distribution panel with added capacity for Home Economics feeder. This panel is old and obsolete and is at present overloaded. . . . . \$1300

ITEM #8. Installation of new "paralleled" feeder consisting of three #250000 c/m cables in a 2½" conduit between the proposed new main switchboard in the heating plant and the proposed new distribution panel in Showalter Hall to reinforce present feeder and to provide capacity for proposed new feeder to home economics room (as described in Item #9). . . . . 2860.00

ITEM #9. Disconnect present feeder from open 2300 Volt transformer in basement of Showalter Hall and reinstall and extend feeder to new distribution panel in Showalter Hall. Present underground, unprotected, 2300 volt feeder is to be disconnected at each end and abandoned. This present unprotected feeder running underground with no protection (such as conduit or duct) presents a very hazardous condition. The survey indicates that this installation has been in for about 10 years and the insulation on a high-voltage cable buried for this length of time direct in the earth would be in very poor condition. Failure of this cable through a "ground" could cause damage in the transformer vaults and would undoubtedly throw your entire electrical system out until fault was repaired. . . . . 525.00

ITEM #10. Replace present cables to East and West risers on first, second and third floors of Showalter Hall with "AVC" cables of #4/0 capacity and revamp existing panels by installing neutral bar and reconnecting mains to solid neutral type panels. Replace present 30 Amp. plug fuses in branch circuits with 20 Amp. plug fuses. The installation of AVC cables and revamping of the panels will increase the circuit capacity by approximately 50%. 1680.00

ITEMS #1 through #10 are further described and located on the accompanying drawings and electrical specifications. The items were listed as such in order to give the Board a better grasp of the overall picture of electrical repairs required. However, in order to accomplish the purpose of Item #9 it will be necessary to include Items #6, 7, and 8. The other items can be accepted or rejected as a unit item is listed.

The total estimated cost of electrical Items #1 through #10 is \$11,815.00.