

5-10-1917

Board of Trustees Minutes, May 10, 1917

Cheney Normal School

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State Normal School

N. D. SHOWALTER, PRESIDENT

CHENEY, WASHINGTON

May
Tenth
1917.

A Meeting of the Board of Trustees was held at Davenport's beginning at 12:00 o'clock. Those present Mr.s Monroe, Chairman, Mr. Tustin, Mr. McLean, Mr. Zittel and Mr. Showalter.

The question of a new heating plant was discussed and Mr. Zittel submitted a general estimate of the cost which amounted to \$10,888. The Board authorized Mr. Zittel to draw plans and make suggestions for the work as soon as possible.

The question of the gymnasium floor was discussed at some length with Mr. Zittel. Mr. Showalter was authorized to take up a portion of the floor and have the necessary repairs made.

Mr. Zittel called Mr. Coff over the phone and made inquiry as to the pipe lines that might be leaking and advised him to go to Cheney and make investigation.

A resolution was passed by the Board of Trustees requiring hereafter requisitions for material to be made out and signed by the President or in his absence by the Vice President before purchase of goods for the Normal School be made. The countersigning of checks was also discussed and the Board decided it best to have all checks countersigned according to the custom in the past.

Mr. Showalter was authorized to purchase a power lawn mower and to exchange the old typewriters for new ones securing the best possible prices on the same.

The Trustees also authorized the purchase of the piano which has been in the school for some time the rental on the same being applied to the purchase price.

\$200.00 was set aside for musical instruments to be taken from the library fund. These instruments are to be purchased and become the property of the school and used for the beginner's band work.

A resolution was passed by the Board of Trustees to the effect that all incidental funds for which there is no general provision by law be placed in a general fund which shall be known as the Normal School Organ Fund. The intention of this is to allow the amount to accumulate from time to time until there be a sufficient amount which may warrant the purchase of an instrument for Chapel.

Mary A. Monroe
Pres.

State Normal School

N. D. SHOWALTER, PRESIDENT


CHENEY, WASHINGTON


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Mr. Showalter announced the Commencement Exercises to the Board of Trustees and the plan of the events for the week. It was agreed that Mrs. Mary A. Monroe should deliver the diplomas to the Graduating Class.

Mr. Showalter asked specially to have a raise of \$10.00 to the janitors begin at once. The request was granted by the Board of Trustees.

Meeting adjourned at 3:45 P.M.


Secretary.


President Board of Trustees.