

MINUTES OF THE ANNUAL MEETING OF THE VIRGINIA NORMAL SCHOOL BOARD

Held at the Jefferson Hotel, Richmond, Va. Friday, July 13, 1917. 10:30 A.M.

Present, Judge Jno. W. Price, President, presiding.  
Messrs. Shackelford, King, Locker, Russell, Hull, Preston  
and Shewmake, and the presidents of the four Schools.

The minutes of the Board meetings held April 21st and May 24, 1917 and of the joint meetings of the Executive Committee and the Fredericksburg Building Committee held May 19th, 1917, were read and approved.

Mr. Locker made a brief report for the committee on the Smith-Hughes bill. After a general discussion, Dr. McConnell, at the request of the Board presented the following resolution which was unanimously carried:

"RESOLVED: That sums sufficient to meet the requirements of the Smith-Hughes Bill be appropriated from the treasury of each of the four Normal Schools for Women. "

Mr. King made an oral report for the Harrisonburg Building Committee, setting out that the building had been completed in a very satisfactory manner, and that the porch floor had been changed to the satisfaction of the committee, and that final payment had been made to the contractor. On motion duly seconded the report was accepted, and the action of the committee in making the final payment was ratified and approved.

Mr. Locker made an oral report for the Fredericksburg Building Committee. He stated that in preparing the foundation for the power plant a pipe line belonging to the Aqueduct Co. had been countered which would pass under the building. This pipe line passes under one of the present dormitories, and the committee had deferred the matter to a lawyer to ascertain the rights of the Aqueduct Co. to this pipe line. Dr. Russell will make a further report at a later meeting. It was reported that there would be a small additional charge for extra work in laying the foundations for the power plant.

Mr. Locker reported that the Surety Co. bond which the Board had requested Mr. Heflin to execute would cost \$100.00 instead of \$50.00, as had been anticipated, and asked whether the Board desired to have the bond taken out at a cost of \$100.00. It was moved, seconded and carried that the provision in the resolution heretofore adopted requiring the Surety Co. bond of Mr. C. G. Heflin be waived in view of the excessive cost of the bond and in consideration of the provision in the contract by which no money is to be paid Mr. Heflin until the building is completed and accepted.

Mr. Shackelford, reporting for the special committee on the Fredericksburg Training School, read the minutes of a meeting of that committee held May 12, 1917 as the report of that committee, showing that Dr. Russell had been authorized to increase the compensation of the critic teachers in accordance with his recommendation. On motion the report of the committee was accepted and approved.

As the report of the committee on Courses of Study, Mr. Shackelford read the minutes of the meeting of that committee held May 12, 1917, and on motion duly seconded and carried, the report was accepted and filed.

It was moved, seconded and carried that a committee of whom the President of the Board should be chairman, be appointed to draw up resolutions on the death of Hon. Richard B. Davis. As members of this committee the chair appointed Dr. Jarman and Messrs. Shackelford, Shewmake, Russell & King.

At this point the Board went into executive session and Dr. Jarman presented his written annual report which was received and filed.

Dr. Burruss presented his written annual report, which was received and filed.

Dr. Russell presented his written annual report which was received and filed.

Dr. McConnell presented his written annual report which was received and filed.

The President appointed the following committees to consider the various recommendations and salaries suggested in the reports of the school presidents, to report back to this meeting of the Board.

For the Farmville School	-	Messrs. Hull & Russell
" " Harrisonburg "	-	" King & Shackelford.
" " Fredericksburg "	-	" Shewmake & Mears.
" " Radford "	-	" Locker & Preston.

The committee appointed to draft resolutions on the death of Hon. Richard B. Davis presented the following resolution, which was unanimously adopted:

"WHEREAS this Board has heard with great sorrow of the death of Honorable Richard B. Davis, until recently its President and always a most valuable member,

THEREFORE BE IT RESOLVED that we record our appreciation of his services to the State and the cause of education in his valuable work and counsel as a member of this Board, and bear testimony to his noble character as a man and as a citizen; that we express our deep sympathy with his bereaved family and request the Secretary to spread these resolutions upon the minutes of the Board, and that a copy be sent to his family."

Mr. Hull presented the following report for the committee on the Farmville School:

"We recommend the election of all teachers at the Farmville School as named by the president of that institution in his report with salaries as stated and with authority to fill the vacancies on the list at the salaries recommended by the president .

We recommend that a year's leave of absence be granted Miss Pauline Williams in order that she may continue her work at Columbia University.

We recommend that authority be given to purchase one Ford machine at \$375.00, for the use of the Rural School Department.

We recommend that \$6,000.00 be set aside as heretofore for repairs and improvements as recommended by President Jarman.

We recommend that the Business Manager's residence be painted, and that the steam pipe leading from the school to his house be renewed and paid for out of the funds aforesaid for repairs and improvements. "

On motion, duly seconded, the report of the committee was unanimously adopted.

Dr. Jarman reported that there was an old bill against the Farmville School, amounting to \$250.00, for plans of the grounds at that school. He also reported that the piano in the Training School, which had been used for several years there, belongs to Mrs. Jarman, and should really be paid for by the school. It was moved and carried that Mrs. Jarman be paid the sum of \$150.00 for the piano, and that the bill for plans of the grounds, amounting to \$250.00, be paid.

Mr. Shackelford, reporting for the Harrisonburg Committee, recommended the adoption of the following resolution:

"RESOLVED: That the report and recommendations of President Burruss of the Harrisonburg School be received, filed and approved; that the faculty and employees recommended therein be elected for the ensuing year at the salaries stated, and that the President be authorized to fill the vacancies at the salaries indicated."

On motion duly seconded, the above resolution was unanimously adopted as read.

Dr. Burruss asked what was the policy of the Board in reference to vacations for the school presidents. It was moved and carried that Dr. Burruss be given a vacation from the latter part of July to Sept. 1st, 1917.

Mr. Shewmake reported for the Fredericksburg Committee, and recommended the election of teachers, officers and employees for the session ending July 1, 1918, as follows:

A. B. Chandler, Jr.	\$2,200.00
W. N. Hamlet	1,800.00
B. Y. Tyner	2,000.00
Roy S. Cooke	1,200.00
Olive M. Hinman	1,200.00
Epsie Campbell	1,200.00
	1,200.00

Mr. Locker, reporting for the committee on the Radford School, recommended the acceptance of the President's report and the election of all teachers and officers at the salaries suggested in said report. On motion, duly seconded and carried, the report of the committee was adopted.

The Secretary-Auditor presented a written report from Mr. C. C. Price, the fire insurance representative of the school, which report was received and filed. On motion, duly seconded, the Secretary was directed to write Mr. Price expressing the Board's appreciation of his interest in insurance matters affecting the schools.

The Secretary-Auditor presented a written report of the finances of his office from April, 1916 to July 12, 1917, which was received and filed. The Chair, on motion, appointed Messrs. Russell, Shewmake and King as special committee to audit the accounts of the Secretary-Auditor.

It was moved, seconded and carried that the Secretary-Auditor be instructed to cast the unanimous ballot of the meeting for the present officers of the Board as follows:

President, Judge Jno. W. Price,

Vice-President, V. R. Shackelford,

Secretary-Auditor, A. Stuart Robertson,

Members of the Executive Committee, Messrs. Shackelford & King.

It was moved, seconded and carried that from this date the compensation of the Secretary-Auditor be fixed at \$100.00 per month, and in addition that he be re-imbursed for all expenses of whatever nature heretofore incurred and to be incurred by him from time to time in and about the prosecution of his duties, including all expenditures for stationery, stenographer's services, etc.

It was moved, seconded and carried that the presidents of the schools be requested to gather such information as they can in regard to the employment of Normal School graduates as teachers of the Public Schools in the State, and to formulate a report as to the best means of bringing before the public and the division superintendents the desirability of utilizing the Normal School graduates as far as possible in the public schools of the State.

Dr. Jarman suggested that a later meeting of this Board a committee from the Board be appointed to take up this matter with the State Board of Education.

Mr. Russell reported that the auditing committee had checked over the accounts of the Secretary-Auditor and found the same correct and all expenditures supported by proper vouchers.

On motion, duly carried, the report of the auditing committee was adopted.

On motion the meeting adjourned.

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Secretary-Auditor.