

that the "Conduit System" be adopted. Whereupon the contract for said wire was awarded, all members of the Board present voting aye, to the York Engineering Company, of York, Pa., at the price of Thirteen Thousand and Ninety Three (\$13933) Dollars, subject to the execution of a satisfactory contract with bond guaranteeing faithful performance.

Contract for Plumbing was awarded, all members present voting aye, to John R. Lamm, of Harrisburg, Pa., at the price of Forty Two Thousand and Seven $09/100$ (\$4207.09) Dollars, including marble stalls, locks, etc. in baths, subject to the execution of satisfactory contract, with bond for faithful performance.

Messrs Kezell, Carpenter & Snyder were appointed a special committee to secure from the Common Council of the Town of Harrisburg prompt and adequate connections with the Town's water supply, sewerage, electric lights and power.

On motion of Mr. Snyder, it was ordered that Governor Claude A. Swanson be invited to deliver the address at the laying of the "Science Hall" corner stone; that the Building committee be in charge of said ceremony, with instructions to solicit the presence and services on that occasion of the Grand Lodge of Virginia, A. F. and A. M.

On motion the Board adjourned to meet tomorrow morning at 9 o'clock.

Attest:

A. W. Snyder
Secy.

Harrisburg, Va., January 8, 1909.

The Board met pursuant to adjournment. Present, the same members as on yesterday.

It was ordered that the President and Secretary of the Board be authorized to sign and deliver from time to time vouchers covering payments on account of building and other contracts upon estimates approved by the Architect and Building committee.

It was ordered as the sense of the Board that teachers in the school be permitted to build, for their own use while connected with the school, residences on the school grounds, upon sites and according to plans to be approved by the Board, upon such terms as may equitably concern the interests of all parties concerned - each such case as it arises to be subject to the action of this Board.

It was ordered that the President of the school, in conjunction with the Executive committee of the Board, be authorized to procure suitable equipment for Science Hall and Dormitory now under construction, the total expenditure for same not to exceed the items heretofore included in the financial budget.

The purchase of a typewriter at the price of seventy (\$70.00) Dollars was approved and bill for same ordered paid.

The course of study recommended by the President and committee on Course of Instruction was adopted.

For members of the Faculty, upon nomination by the President, the following were elected:

Education - C. J. Beatrice, Dean of State College for Women at Tallahassee, Florida, at \$1800.00 per annum.

History - John Walter Mayland, Ph. D., instructor in English, University of Virginia, at \$1200.00 per annum.

Critic Teacher and Instructor in Methods - Miss Yolla Shoninger, of the Missouri State Normal School, at \$1000.00 per annum.

And the President of the school was authorized to employ the following, conditional upon satisfactory negotiations as to salary and combinations of duties:

Physical Education and Assistant in Mathematics and Foreign Languages - Miss A. E. Loos, salary not to exceed \$900.00.

Household and Manual Arts - Miss Sarah J. Sale, at \$700 to \$1000.00.

Instructor in Geography - Miss Annie H. Smith, at \$700.00 to \$1000.00.

Lecture Studies - Miss Margaret E. King, at \$700.00 to \$1000.00.

The election of other members of the Faculty was

continued to a future meeting of the Board.

The President was authorized to employ a stenographer at a salary of \$35.00 per month, the period of such employment to date from December 7, 1908.

The schedule of fees, as recommended by the President of the school was approved.

The following items for mileage and other expenses incurred by members attending this meeting of the Board have ordered paid, viz:

J. H. Neeson	\$ 4.80	Ormond Stone	\$ 7.90
J. B. Early	14.50	Frank Moore	6.95
Geo. B. Ketzell	3.75	E. M. Carpenter	3.50

The following miscellaneous accounts were approved and ordered paid, viz:

Chas. M. Robinson, architect, to date	\$ 356.07
Woodson & Albert, living,	4.00
P. J. Spitzer, stationery & supplies	9.25
Richmond Times Dispatch, advt.	1.49
The News-Register Co. printing re.	58.75
Christopher Engraving Co. (cuts)	10.50
L. C. Smith & Bros. typewriter	70.00
J. L. Harris, Exec. Bnt. Lot purchase	3,015.00

The following accounts for expenses of travel and office incidentals were paid to Julian A. Barnes under a former order of the Board - \$16.64 and \$22.44.

On motion the Board adjourned to meet at the call of the President.

Attest:

A. H. Snyder, Secy.

Memo. - The following estimates on Building contracts have been paid, as per order of the Board:

Jan'y 8 -	Barker & Son	for December	\$ 982.59
July 16 -	do.	" Jan'y	955.00
March 3 -	do.	" Feb'y	2890.00
April 5 -	do.	" March	3370.00

Harrisonburg, Va, April 14, 1909.

At a meeting of the Board, held this day, there were present Messrs Keezell, King, Halsey, Carpenter, Moore, Stone, Nease, Pettit, and Snyder.

Minutes of preceding meetings were read and approved.

The Secretary reported that all contracts incident to buildings now being erected, with accompanying bonds, had been duly executed and filed.

It was also announced that the town of Harrisonburg had extended its water mains to the Normal School grounds, and that the extension of electric transmission line was in progress.

President Burgess reported that under authority of an order of the Board entered January 8, 1909, he had employed the following teachers:

Miss Sarah J. Sale, Household and Manual Arts, at \$900.00 per annum.

Miss A. E. Looze, Physical Education and Foreign Languages, at \$700.00 per annum.

Miss Margaret G. King, Nature Study and Geography, at \$900.00.

In view of a re-arrangement of duties as originally proposed, action heretofore taken in regard to Miss Annie H. Smith was recalled.

The following were thereupon elected by the Board:

English - Miss Elizabeth P. Glenland, of Halliwell Institute, at \$1200.00 per annum.

Mathematics - Miss Natalie Lancaster, of Farmville, at \$1000.00 per annum.

Matron - Mrs. R. B. Broad, of Staunton, at \$600.00 and board - said salary to be charged against Boarding Department.

It was ordered that teachers chosen for service in this school may be dismissed at any time, for cause, by a two-thirds vote of this Board; provided, further, that all teachers desiring to discontinue their connection with the school for the ensuing year shall give notice to that effect, through the President of the school, not later than April 30.

For the session of 1909-10, for two days or

ten hours per week, Miss Mattie Speck of Bridge-water, was elected to teach Drawing for the sum of \$300.00.

The grading and clearing of grounds at Normal School was referred to Building committee, with authority to take such action as might be deemed proper, not, however, to expend a sum greater than two hundred dollars.

The extension of water main and sewer through Normal School grounds was referred to the same committee, with authority to act.

The purchase of rolling partitions and blackboards was referred to the same committee, with authority to expend not exceeding five hundred dollars.

The selection of hardware was referred to President Burgess and Architect Robinson, their expenditure in this behalf not to exceed \$200 over and above the allowance made in the specifications.

The secretary was authorized to draw vouchers for expenses incident to laying of corner stone to an aggregate amount not exceeding one hundred dollars.

The Executive committee was directed to secure bids on coal supply and report same to June meeting of the Board.

The time for annual meeting of the Board this year was fixed for Thursday, June 10.

A request of President Julian A. Burgess that he be permitted to occupy ~~two~~ ^{three} rooms in Dormitory in lieu of the President's house, and that the latter building be equipped for dormitory use, was taken under advisement.

The following accounts were audited and ordered paid, viz:

The News-Register Co.	\$687.38	J. N. Van Vorhis	\$.75
J. J. Houck	29.75	Hy Telephone Co.	2.45
Christopher Eng. Co.	6.81	L. C. Smith & Bros.	7.00
Chas. G. Boring (see led.)	100.00	L. Stamp & Sta. Co.	11.73

J. A. Burgess Misc. Office Expenses \$75.68
 J. A. Burgess Traveling Expenses Jan'y to April 101.33

The following accounts for expenses of travel incurred by members of the Board in attending this meeting were allowed and ordered paid:

E. W. Carpenter	\$3.00	Frank Moore	\$6.20
Don P. Halsey	10.00	J. W. Weaver	4.80
J. A. Pettit	12.50	J. W. King	8.10
Ormond Stone	9.10	Geo. B. Keezell	2.75

On motion the Board adjourned to meet in Harrisonburg on Thursday, June 10, 1909, at 4 o'clock p.m.

Attest:

A. W. Snyder, Secy.

Memo.- The following vouchers have been issued for bills incurred under orders of the Board, viz:

Kavanaugh Hotel (Entertainment of guests)	\$12.50
Nichols & Lemley (Committee supplies)	3.65
Wardon & Albert (carriages)	36.00
E. W. Carpenter, Inc. (Advanced for Labor)	28.71
Dorman & Early (Morning Building)	30.00
William Shepherd (Seed Potatoes)	10.20
Thos. R. Messick (Man on grounds)	49.90
Harrisonburg Board (Music for corner stone)	15.00

See P. 28.

Harrisonburg, Va. June 10, 1909

The Board met this date pursuant to adjournment. There were present, Messrs. Kezell, King, Stone, Carpenter and Snyder.

In the absence of a quorum, the Board adjourned to meet to-morrow morning at 10 o'clock.

Attest:

A. H. Snyder, Secy.

Harrisonburg, Va. June 11, 1909

Present the same members as on yesterday and Mr. Weaver.

The minutes of last meeting were read and approved.

Present officers of the Board were all re-elected for the ensuing year, and all standing committees continued without change.

President Burruss submitted a report in writing covering all operations of the School during the past twelve months. The report was considered in detail and ordered filed.

Upon recommendation of the President the following budget for maintenance for the year July 1, 1909, to June 30, 1910, was adopted:

Expenses of Board of Trustees	\$ 300.00
Traveling Expenses of President and Assistants	400.00
Advertising and Printing	1,500.00
Postage, Drayage, Telephone, Telegraph, Freight, Express, and other Miscellaneous Office Expenses.	500.00
Fuel, Lights, Power and Water	1,200.00
Insurance	200.00
Laboratory Materials and Miscellaneous Supplies	300.00
Training Schools	400.00

Salaries, as follows:-

President	\$ 2,500.00
Professor of Education	1,800.00
" " History and Social Sciences	1,200.00
" " English and Literature	1,200.00
" " Mathematics	1,000.00
" " Primary Methods and Supervision of Practice Teaching	1,000.00
" " Physical Education and Instruct- or in Foreign Languages	700.00

Professor of Geography and Natural Science	900.00	
" " Household Arts	900.00	
Instructor in Manual Arts (part time)	300.00	
Secretary to the President	420.00	
Librarian and Assistants	350.00	
Janitor	480.00	
Janitress	360.00	
Night Watchman and Night Fireman, etc.	300.00	
Office Help (Students)	190.00	
Labor on Grounds	1,000.00	
Music	400.00	15,500
Total		\$20,000

The foregoing was adopted by the following recorded vote:
Ayes - Messrs. Carpenter, Kezjell, King, Snyder, Stone
and Weaver; No's - None.

Sundry increases over the Board's original appropriations for water connection, sewers, general improvement to grounds, electrical work, extras to general contract, and equipment of Science Hall and Dormitory appearing to be necessary, as set forth on pages eleven and twelve of the President's report, were approved and authorized to be made. The vote on the resolution being: Ayes - Messrs. Carpenter, Kezjell, King, Snyder, Stone and Weaver; No's - None.

By the following recorded vote, namely: Ayes - Messrs. Carpenter, Kezjell, King, Snyder, Stone and Weaver; No's - None, it was ordered that the Finance Committee of the Board, be and is hereby authorized to negotiate funds in such amount as may be necessary to meet contracts and current bills insofar as the same may exceed balance in hand and available from appropriations.

The following accounts were presented, approved and ordered paid:

Harrisonburg Band	\$15.00	News-Register Co.	\$44.00
A. I. Fridley	1.50		
J. A. Burruss	67.57		

The following items of expense in attendance upon this meeting, and committee service were ordered paid:

F. W. King	\$8.00	Ormond Stone	\$6.50
Geo. B. Kezjell	4.00	A. H. Snyder	5.00
F. W. Weaver	9.20	Frank Moore	5.05

On motion the Board adjourned to meet at the call of the President.

Attest:

A. H. Snyder, Secy

Memo - The following payments on contracts and other claims duly approved have been made since the June meeting of the Board:

York Engineering Co.	\$552.25	Chas. M. Robinson	\$300.00
D. W. Washington	140.00	W. M. Bucler & Son	5,100.00
T. L. Williamson, Comr.	2.00	Jno. R. Lamm	1,600.00
Son Plumbing and Electric Co.	490.92	A. L. Fridley	2.00
W. M. Bucler & Son	5,185.00	Son Plumbing & Electric Co.	1,048.90
York Engineering Co.	3.58	Thomas & Co.	701.70
do	400.00	W. M. Bucler & Son	4,200.00
Son Plumbing & Electric Co.	1,380.40	Chas. M. Robinson	100.00
Dorman & Early	15.00	Jno. R. Lamm	844.34
W. M. Bucler & Son	5,637.81		

Harrisonburg 12th November 12, 1909

The Board met this date pursuant to call.
Those were present, Messrs Skye, King, Stone, Carpenter, Moore, Early, Eggleston and Mavor

Minutes of the preceding meeting were read and approved.

A communication was received from Mr A. H. Snyder expressing regret that he was unable to attend this meeting of the Board on account of illness.

Whereupon the following resolution was adopted by an unanimous vote

Resolved
That it is with much regret, this Board has learned of the illness of Mr A. H. Snyder one of its most valuable members and its most efficient secretary. His genial presence and wholesome counsel are greatly missed and it is earnestly hoped that he may be spared to again resume his place with us. We desire to express to him our most cordial greetings and sincerely trust that he may be speedily restored to health and strength.

2nd That a copy of these resolutions be forwarded to Mr Snyder

In the absence of Mr Snyder the secretary Mr Mavor was re-nominated elected secretary per am.

The following resolution was adopted by unanimous vote

Resolved: That the compensation of the secretary of this Board, A. H. Snyder upon whom has devolved much labor and who has so zealously and faithfully filled this position be fixed at \$100⁰⁰ per year

to take effect as of the time of his entering upon the discharge of the duties of his office.

The Board was notified in writing by the Larimer Literary Society of its election as honorary members of same and the Socy. was directed to acknowledge receipt of same and to express the pleasure of the Board in accepting membership in same.

Present Burruss submitted a report covering the operations of the school since the last meeting of the Board which was considered and ordered filed.

A motion was made and carried that the chairman appoint three members to appear before the Finance Committee of the Senate which is to meet in Richmond between Dec 13th and 30th 1909 to present the claims of this institution for an appropriation by the next General Assembly.

The chairman appointed a committee under the above resolution consisting of Swaine King, J. B. Eggleston and Mr Frank Moore.

It appearing to the Board that there is a deficit of over \$25,000.00 ^{in account of purchase of land, construction & equipment of school} on motion of S. M. Carpenter the members of the Board present, namely, Ormond Stone, Geo. W. Kezgel, F. W. King, J. B. Eggleston Jr., N. B. Early Jr., Frank Moore, S. M. Carpenter and F. W. Kezgel executed their two personal notes for \$20,000.00 and \$5,000.00 respectively at four months upon which \$25,000.00 less interest was realized and applied to this deficit until the General Assembly could provide for the same.

A motion of F. W. King the sum of \$126.00 was unanimously appropriated to pay the Board of Miss A. V. Cleveland who is acting as assistant teacher in the department of English without compensation.

The following items of expenses in attendance upon this meeting were ordered.

N. B. Early Jr.	\$ 8.50	F. W. King	\$ 7.25
Ormond Stone	\$ 5.60	Frank Moore	\$ 5.45
J. B. Eggleston Jr.	\$ 12.00	F. W. Kezgel	\$ 7.60

On motion the Board adjourned to meet at the call of the President.

Attest: F. W. Kezgel Secy. P. S.