

Wednesday, March 6th, 1901.

4:00 P. M.

Persuant to call the meeting came to order promptly in the office of the Superintendent of Public Instruction. Present, Capt. Skinner in the chair, Messrs. Van-Russelaer, Pruyn, Cogswell, Ward, and by invitation President Milne.

The minutes of the previous meeting were approved as read.

On motion, degrees and diplomas were granted as follows:

Collegiate Course - Degree of Bachelor of Pedagogy.

Elizabeth Baughin

Classical Course - Degree of Bachelor of Pedagogy.

Mary B. Harnish

Jennie Robson

Emma Lena Rubert.

English Course - Diploma - No Degree.

Alpaetta M. Allen

Lillian Kibby

Mabel C. Kingston

Rosa A. Seamy

Anna S. Marvin

Edith S. McElroy

English Course, Cont'd.

Anna M. Smith

Lulu Amelia Zimmerman

Grace Ethel Tompkins

Kindergarten Course - Diploma - No Degree.

Mary Edwards Brooks

Jessie Adelaide Dorrance

Jeanette Elizabeth Lausing

Mabel Alger Powell

On motion, the leave of absence of Mr. Gager was extended to the opening of the school year in September next.

Mr. Cogswell presented his audit of the Treasurer's accounts and, on motion of Mr. Pruyn, the report was accepted, placed on file, and ordered spread upon the minutes. It reads as follows:

Office of John Hourigan, Accountant

Albany, N. Y. September 27, 1900.

Mr. Dedyard Cogswell, Chairman.

Committee appointed to examine accounts of Treas.

State Normal College, Albany, N. Y.

Dear Sir:-

In accordance with your instructions

I have examined the accounts of Dr. Samuel B. Ward, Treasurer of the New York State Normal College at Albany, N. Y., from August 1, 1899 to and including July 31, 1900.

The following is a summary of the Treasurer's Receipts and Payments during that period:

Balance in hands of Treas. July 31, 1899 as per Certificate of Audit dated November 13, 1899 and recorded on pages 131 and 132 Treasurer's Cash Book \$ 1100.02

Receipts:	From Dept. Public Instruction (Exhibit A.) For Salaries and Maintenance	29114.81
	From President of College (Exhibit B.) Tuition Fees	
	High School Dept. \$ 5702.50	
	Grammar " 2835.00	
	Primary " 2205.00	
	Kindergarten " 885.00	
	College Pupils out of State 490.00	
	Lost and damaged books, etc. 52.05	<u>12169.55</u>
		42384.38

Payments as per vouchers produced  
and numbered from 6146

to and including 6563 \$ 111

Advertising \$ 111.60

Books, etc. 373.85

Printing, etc. 601.92

Repairs 706.38

Payment of Note 1117.23

Salaries, Sec'y and Treas. 1213.38

" Janitors 1600.00

Fuel and Light 2454.56

Salaries, Intermediate Dept. 2700.00

" Primary Dept. 2900.00

Contingent & Supplies 3869.65

Salaries Academic Dept. 3900.00

" Normal Dept. 19150.00 40698.57

Balance in hands of Treas. July 31, 00. 1685.81

Attached hereto is a statement from the Superintendent of Public Instruction (marked Exhibit A.) showing the amounts paid over to the Treasurer from the Free School Fund, making a total of \$29,114.81.

Also a statement from William J. Milne, President of the College (marked Exhibit B.) showing the amounts of tuition fees and other income turned over by him to Dr. Ward, making a total of \$12,169.55.

Also, a statement from the State Comptroller, showing that no special Appropriations of any kind had been paid Dr. Ward by the State.

I examined all the Treasurer's vouchers above referred to and found same correct except as hereinafter stated.

The Treasurer makes all his payments on the National Commercial Bank of this city. I had the bank account written up as of August 1, 1900 and found that the balance as shown by the books of the bank agreed exactly with the balance as shown by the books of the Treasurer.

Dr. Ward's fees as Treasurer have been paid up to and including July 31, 1900. His salary as Secretary is paid up to May 1, 1900.

I have verified the accuracy of the amount turned over to the Treasurer by Dr. Milne for tuition fees, etc., and find that the President's accounts for the tuition fees of all the pupils enrolled in the school for the whole or any part of the year 1899-1900, except the following:

Free Dist - Dr. Jacob F. Bucher, himself

a student, has his son Harlan at the  
 the school, for whom he does not pay.  
 Bucknell, Mrs. Nettie is herself a pupil  
 and has her son Elmer, for whom  
 she does not pay.

Jones, W. V., a teacher in the school, has  
 his child on the free list.

Richardson, L. W., a teacher in the  
 school has one child on the free list.

Skinner, Charles R. Superintendent of Public  
 Instruction has three children on the free list.

Wetmore, C. W., teacher has one son on free list.

Williams, Rev. David F., has seven children at  
 school, six of whom are at half rate  
 and the seventh, Grace, a kindergarten  
 pupil, a free pupil.

Wurthmann, Chas., janitor has one child  
 on free list.

Half Rate - Admit, Rev. Spencer M., one pupil

Coleman, Rev. J. C., do.

Crawford, Rev. J. B. do.

Heath, Rev. C. A. C. do.

Heast, Rev. F. G. do.

Miller, Mrs. Henry, minister's  
 widow, one pupil.

Half Rate (continued)

Williams, Rev. David, six pupils.

Wiswall, Leon O., Clerk in Dept.  
Public Instruction, two pupils.

The following tuitions for  
the past year still remain unpaid:

Bloomingtondale, Thos. St.	\$15.00
Girvin, Ann	10.00
Grogan, John	10.00
Dyuck, James	15.00
Meserve, W. St.	50.00
Meyer, John F.	5.00
Wheeler, Edgar	40.00
Zee, J. Warner	7.50

In addition to the above, Mr.  
Edgar Wheeler owes \$20. for the school year 1898-99.

All of the Treasurer's vouchers have  
been audited except the vouchers for the  
regular monthly salaries. For these  
salaries the Treasurer presents the receipt  
of the respective parties, but these receipts  
do not show the audit or approval of  
any officer of the College or the  
Board of Trustees.

Voucher 6241, William J. Milne, \$23.00.

Sub-voucher Thomas M<sup>c</sup> Dermott \$6.00:

Payee signs by mark and signature  
is not witnessed.

Voucher 6242, Michael Collins,  
\$4.00: payee signs by mark and sig-  
nature is not witnessed.

Voucher 6546, William J. Milne,  
\$640.11 is not audited.

Before paying the salary checks,  
I am informed that the vouchers  
are first submitted to the Civil  
Service Commission and by them  
approved. This would seem to  
be sufficient.

Respectfully submitted,

(sig'd) John Howigan.

C. P. A.

45 Maiden Lane, Albany, N. Y.

State of New York  
Department of Public Instruction  
Superintendent's Office.  
Albany, September 12, 1900.

Mr. John Howigan,

45 Maiden Lane, Albany, N. Y.



My dear Sir:

Replying further to your communication of the 16th ultimo, I advise you that the following amounts were paid to Dr. D. B. Ward Treasurer of the Executive Committee of the State normal college on the dates named on account of maintenance of said institution:

October 12 1899	\$ 2,931.65
November 10 "	3,312.08
December 9 "	3,068.03
January 11 1900	3,059.78
February 8 "	3,038.53
March 9 "	3,038.53
April 10 "	3,040.40
May 8 "	3,044.16
June 9 "	<u>4,581.65</u>
	29,114.81

Yours respectfully,

Charles R. Skinner,

State Superintendent.

Exhibit A.

New York State Normal College.

Albany August 6, '00.

Mr. John Hourigan,  
City.

My dear Sir:-

In accordance with your  
your request for a statement of the  
sums paid to Dr. Ward during the year  
ending July 31, 1900, I beg leave to  
state as follows:

Oct. 3, 1899	\$1600.
Oct. 6, "	900.
Oct. 13, "	600
Dec. 19, "	1400
Mar. 14, 1900	3300
June 7, "	2000
July 5, "	1200
July 9, "	850
July 30, "	319.55

All these sums were tuition money, except-  
ing the last which contained an item of \$52.05  
received from miscellaneous sources.

Very sincerely yours,

(sig'd) William J. Milne  
President.

Exhibit B.

State of New York.

Comptroller's Office.

Albany, August 9, 1900.

Johns Hourigan, Esq.,

31 North Pearl Street, City.

Dear Sir:-

In reply to your communication of the 3rd inst., in regard to the account of Dr. Samuel B. Ward, as treasurer of the State Normal School of this city, I beg to state that between August 1, 1899, and August 1, 1900, no payments were made to Dr. Ward on this account by this Department.

Very truly yours,

(Sig'd) Willis C. Merriman,

Second Deputy Comptroller

Exhibit C.

State of New York.

Treasurer's Office.

Albany Aug. 16<sup>th</sup>, 1900.

Mr. John Hourigan,

31 North Pearl St.

City.

Dear Sir;

The following amounts have been paid to Dr. Samuel B. Ward as Treasurer of Albany Normal School from Aug. 1<sup>st</sup> 1899 to July 31<sup>st</sup> 1900.

Oct. 13 <sup>th</sup> <sup>1899.</sup>	2931.65	
Nov. 10	3312.08	
Dec. 9	3068.03	
Jan. 11 <sup>1900.</sup>	3059.78	All from
Feb. 8	3038.53	Free School Funds
Mch. 9	3038.53	
Apr. 10	3040.40	
May 9	3044.16	
June 9	4581.65	

Yours Respt

Isaac Blauvelt

Check Clerk

Exhibit D.

Mr. Pruyn moved that the overdue accounts for tuition fees be placed in the hands of President Milne for collection. Motion carried.

Mr. Van Rensselaer moved that insurance to the amount of \$75,000. be

Placed upon the College buildings, at a rate not to exceed seventy-five cents per hundred dollars. The motion was carried and the matter placed in the hands of Mr. Van Rensselaer to arrange.

Messrs. Van Rensselaer and Bruyn reported the following communication in regard to real estate which it is desirable to purchase, adjoining the College buildings.

C. D. C. Palmer

General Real Estate and Insurance

98 State St., Albany, N. Y.

June 28, 1900.

W. Bayard Van Rensselaer, Esq.,

Dear Sir:-

I Enclose sketch of the property on corner Madison Ave. & Clark Street; also list of the owners, dimensions and values as taken from the Assessors books. You will notice that the property as assessed on Clark Street in rear of the Normal College is only 91 feet deep, the pencil lines showing my estimate of where this

would reach to. The vacant ground, between the rear of these Park St. houses and the rear of the College property is assessed with the Madison Ave. property, including part of 447 to 453, inclusive. These lots, 357 feet deep, would seem to extend to the northerly line of 281 Park Street, extended. It was understood however when I got the price, \$50,000, on the Park St. property, 285 to 297 inclusive, that it included the lots in rear to the College grounds.

I think it will be of interest to you to know that this is not included in the Assessor's valuation of the Park St. property. The price that was given me at that time for 100 Willett St. was \$15,000. The price given for the Tobin property, 455 to 463 Madison Ave. inclusive, was \$18,000.

I have another extra copy of this map if you should need it.

Truly yours, (sig'd) E. D. Palmer.

On motion the meeting adjourned.

Saml R. Hardy  
Secy.