

January 28. 1873.

The Committee met at the call of the Chairman

Present the Chairman, Mr. Hearn

Mr. Woolworth,

Mr. Pugh.

The minutes of the last meeting were read and approved.

The draft of the Annual Report of the committee was read and approved.

A communication from ~~the~~ <sup>the</sup> President, Dr. Alden, stated that the health of Mrs. Taylor has been seriously impaired by reason of her work in the school, and that relaxation from her work is imperatively demanded.

Whereupon it was unanimously resolved that <sup>the</sup> leave of absence for three months be granted to Mrs. Taylor.

After some time spent in conversation on the condition of the school the committee adjourned.

(The following should have preceded the last above)

Jan 26. 1872.

The Committee met at the call of the Chairman

Present the Chairman, Mr. Hearn,

Mr. Townsend,

Mr. Woolworth,

Mr. Pugh.

The minutes of the last meeting were read and approved. The Secretary presented the resignation of Miss. Keyes, principal of the primary department, which was accepted and she was directed to express <sup>to her</sup> the sense of the committee of the ability, faithfulness and success with which she had discharged her duties, and their best wishes for future happiness.

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On the recommendation of the President Miss Ella C. Kirtland, who for some time has been assistant to Miss Keyes was appointed to fill the vacancy occasioned by her resignation, with the understanding that the necessary assistance in that department shall be hereafter rendered by Miss Dant assistant in the model school.

Miss Ella Van Hook graduate of the 55<sup>th</sup> term was appointed an additional teacher in the Normal school.

The salary of Miss Haman was ordered to be increased to eight hundred dollars.

The President submitted a list of books which he regarded important to be procured for the miscellaneous library at a probable cost of one hundred dollars, <sup>which was applied to</sup> a list of fifty one members of the Union class which the Faculty recommended for graduation was submitted, and a few to be by the committee.

The committee then adjourned.

July 1, 1873.

The committee met in the Chapel of the school after the closing exercises of the fifty eighth term.

Present Mr. Townsend,

Mr. Woodworth.

Mr. Pugh.

The President Dr. Alden stated that the health of Mrs. Taylor, the improver, had not become so fully restored as to render it prudent for her to resume her duties in the school. A physician is of opinion that continued relaxation is necessary but expects strong confidence that by it absolute restoration will be secured. Whereupon it was ordered that the payment of Mrs. Taylor's salary be continued thro' the term just closed and that leave of absence without salary be extended to the close of the next term.